



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Agenda - Final-revised Common Council

Wednesday, March 20, 2024

7:00 PM

Council Chambers

- A. CALL TO ORDER
- B. INVOCATION
- C. PLEDGE OF ALLEGIANCE TO THE FLAG
- D. ROLL CALL OF ALDERPERSONS
- E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS
- F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES
[24-0301](#) Common Council Meeting Minutes of March 6, 2024
Attachments: [CC Minutes 3-6-24.pdf](#)

- G. BUSINESS PRESENTED BY THE MAYOR
- H. PUBLIC PARTICIPATION
- I. PUBLIC HEARINGS
- J. SPECIAL RESOLUTIONS
- K. ESTABLISH ORDER OF THE DAY

- L. COMMITTEE REPORTS

- 1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE**

- [24-0276](#) Approve the installation of all-way stop control at the intersection of Capitol Drive and Conkey Street. Follow up to a six month trial period.
Attachments: [Conkey Capitol \(post 6-mo eval for 2-way stop to all-way stop\).pdf](#)

Legislative History

3/11/24	Municipal Services Committee	recommended for approval
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[24-0277](#) Approve the proposed parking change on Drew Street, north of North Street. Follow up to a six month trial period.

Attachments: [Drew n-o North \(post 6-mo eval\).pdf](#)

Legislative History

3/11/24 Municipal Services recommended for approval
Committee

[24-0278](#) Approve request from Northcentral Construction Corporation for a temporary street occupancy permit within Oneida Street and Harris Street for the construction of Rise Apartment for a period ending on June 30, 2024.

Attachments: [Rise Apartments 24-025-T.pdf](#)

Legislative History

3/11/24 Municipal Services recommended for approval
Committee

[24-0279](#) Approve request from RYE Restaurant for an annual street occupancy permit along 308 W. College Avenue for a window box overhang/obstruction.

Attachments: [RYE Window Planter - Amenity.pdf](#)

Legislative History

3/11/24 Municipal Services recommended for approval
Committee

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0319](#) Municipal Code Revisions Re: Alarm Fees

Attachments: [Revised Alarm Fees Memo.pdf](#)
[Revised Alarm Fees Municipal Code.pdf](#)

[24-0227](#) Class "A" Beer/"Class A" Liquor License application for Thapa Petroleum LLC, d/b/a Appleton Clark, Ganesh Thapa, Agent, located at 1200 W Wisconsin Avenue, contingent upon approval from the Health and Fire Departments.

Attachments: [Thapa Petroleum LLC_Redacted.pdf](#)

[24-0233](#) Class "B" Beer/"Class B" Liquor License application for Sonys Bistro LLC d/b/a Meade Street Bistro, Synona Meyer, Agent, located at 2729 N. Meade Street, contingent upon approval from the Health, Public Works, and Police Departments.

Attachments: [Meade Street Bistro Application_Redacted.pdf](#)

- [24-0304](#) Class "A" Beer & "Class A" Liquor License Change of Agent application for Aldi Inc Wisconsin d/b/a Aldi #86, New Agent, Chris Ryan Subert, located at 2702 N. Richmond Street
Attachments: [Aldi #86 Change of Agent.pdf](#)
- [24-0305](#) Class "A" Beer & "Class A" Liquor License Change of Agent application for Aldi Inc Wisconsin d/b/a Aldi #68, New Agent, Brittney Ann Wagner, located at 116 N Linwood Avenue
Attachments: [Aldi #68 Change of Agent.pdf](#)
- [24-0311](#) Class "B" Beer and "Class B" Liquor Premise Amendment application for Antojitos Mexicanos LLC d/b/a Antojitos Mexicanos, Fernando Almanza, Agent, located at 204 E College Ave, contingent upon approval from the Finance Department.

Attachments: [Antojitos Mexicanos LLC - Premise Amendment.pdf](#)
- [24-0300](#) Class "B" Beer Premise Amendment application for Appleton Axe LLC d/b/a Appleton Axe, Patrick Van Abel, Agent, located at 1400 W College Ave, contingent upon approval from the Community Development, Fire, Health and Inspections Departments.
Attachments: [Appleton Axe LLC - Premise Amendment.pdf](#)
- [24-0247](#) Cigarette, Tobacco, and Electronic Vaping Device Retail License application for Thapa Petroleum LLC d/b/a Appleton Clark, Ganesh Thapa, Agent, located at 1200 W Wisconsin Ave.
Attachments: [Thapa Petroleum LLC - CTV.pdf](#)
- [24-0248](#) Tobacco, and Electronic Vaping Device Retail License application for Top Dogz Vape Shop LLC d/b/a Top Dogz, Jennifer Peters, Agent, located at 1347 W Wisconsin Ave.

Attachments: [Top Dogz Vape Shop LLC - CTV.pdf](#)
- [24-0266](#) Cigarette, Tobacco, and Electronic Vaping Device Retail License application for Indianhead Oil Co LLC d/b/a Circle K #2746526, Brad Larson, Agent, located at 1935 E Calumet St.
Attachments: [Indianhead Oil Co. LLC - CTV.pdf](#)
- [24-0288](#) Electronic Vaping Device Retail License application for Good Nature EVAPOR LLC, Benjamin Grothe, Agent, located at 420 E. Northland Ave, Ste E.
Attachments: [Good Nature EVAPOR LLC - CTV.pdf](#)

3. MINUTES OF THE CITY PLAN COMMISSION

4. MINUTES OF THE PARKS AND RECREATION COMMITTEE

5. MINUTES OF THE FINANCE COMMITTEE

[24-0284](#)

Request to award Unit G-24 Southpoint Commerce Park Sewer & Water, Grade & Gravel to Carl Bowers & Sons Inc in the amount of \$2,301,282.52 with a 2.8% contingency of \$65,000 for a project total not to exceed \$2,366,282.52.

Attachments: [Contract Award Form Unit G-24.pdf](#)

[G-24 bid tab.pdf](#)

Legislative History

3/11/24 Finance Committee recommended for approval

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

[24-0251](#)

Request to approve the City of Appleton maintain its current selling prices for business/industrial park land and hold option fees as described in the attached documents

Attachments: [Business-Industrial Park Land Value Memo to CEDC 3-13-24.pdf](#)

[Exhibit A-Ind Land Sales Comparison.pdf](#)

[Exhibit B-Ind Land Sales Ask Price Comparison.pdf](#)

[Southpoint Commerce Park Map 9_2023.pdf](#)

Legislative History

3/13/24 Community & Economic Development Committee recommended for approval

[24-0269](#)

Request to approve the Development Incentive Agreement with USV 222, LLC for improvements and redevelopment of the property located at 222 W. College Avenue (Tax Id #31-2-0257-00) in Tax Increment Financing District No. 11

Attachments: [USVMemo_MemoCEDC_030152024_Final.pdf](#)

[2024.03.15_FinalDraft_Clean_USV_222_Bldg - Dev Agrm - Final.pdf](#)

Legislative History

3/13/24 Community & Economic Development Committee held
Held until the next scheduled CEDC meeting.

7. MINUTES OF THE UTILITIES COMMITTEE

[24-0258](#)

Approve 2023 Annual Stormwater Report to DNR.

Attachments: [2023 MS4 Annual Report_03-12-2024 Util Committee.pdf](#)

Legislative History

3/12/24 Utilities Committee recommended for approval

[24-0259](#)

Award Single Source K-24 Native Landscape Management Contract to NES Ecological Services - A Division of Robert E. Lee & Associates, in an amount not to exceed \$192,345.12.

Attachments: [K-24 contract award util memo 03-12-2024 Final.pdf](#)

Legislative History

3/12/24 Utilities Committee recommended for approval

[24-0263](#)

Award the 2024 Ash Tree Removal Contract to Foley's Tree Service, LLC in an amount not to exceed \$375,000.

Attachments: [Ash Tree Removal Contract Award.pdf](#)

Legislative History

3/12/24 Utilities Committee recommended for approval

[24-0265](#)

Award Appleton Water Treatment Facility Clearwell Repairs Project Base Bid to August Winter and Sons, Inc. in the amount of \$242,000 with 20% contingency of \$48,400 for a project total not to exceed \$290,400.

Attachments: [240308 UC Memo AWTF Clearwell Repair Award AWS.pdf](#)

Legislative History

3/12/24 Utilities Committee recommended for approval

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

10. MINUTES OF THE BOARD OF HEALTH

1. [24-0241](#) Environmental Health Pool Fees

Attachments: [2024.03.06_EHPoolMemo_0.pdf](#)

Legislative History

3/13/24 Board of Health recommended for approval

Presented by Health Officer, Charles Sepers and Environmental Health Supervisor, Steve Kihl.

Vogel moved, seconded by Alderperson Jones, that the Environmental Health Pool Fees be recommended for approval. Roll Call. Motion carried by the following vote:

2. [24-0249](#) Amendment to Rodent Control Article III

Attachments: [2024.03.07 Amendment to Rodent Control Article III 0.pdf](#)
[0103 - Rodent Control Article III \(2024 update\).pdf](#)

Legislative History

3/13/24 Board of Health recommended for approval
Presented by Health Officer, Charles Sepers and Environmental Health Supervisor, Steve Kihl.

Werth moved, seconded by Vogel, that the Amendment to Rodent Control Article III be recommended for approval. Roll Call. Motion carried by the following vote:

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION

Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION

R. OTHER COUNCIL BUSINESS

[24-0312](#) Request to Reconsider Item #24-0214 Glendale & Whitman Yard Waste Site Hours of Operation

[24-0214](#) Approve the proposed modification to the Glendale and Whitman Yard Waste Site hours of operation.

Motion to approve on 3/6/24 failed 6/6

Attachments: [2024.02.26 Yard Sites Schedule Proposal.pdf](#)

Legislative History

2/26/24 Municipal Services Committee recommended for approval

3/6/24 Common Council approved

S. CLOSED SESSION

[24-0313](#)

The Common Council may go into closed session according to State Statute §19.85(1)(e) for the purposes of deliberating or negotiating the purchasing of public properties and the investing of public funds, regarding the U.S. Venture development project and then reconvene into open session.

T. ADJOURN

Kami Lynch, City Clerk

Reasonable accommodations for persons with disabilities will be made upon request and if feasible.

Remote meeting attendance may be permitted pursuant to Section 2-29 of the Appleton Municipal Code and Rules of Council.



City of Appleton

100 North Appleton Street
Appleton, WI 54911-4799
www.appleton.org

Meeting Minutes - Final Common Council

Wednesday, March 6, 2024

7:00 PM

Council Chambers

A. CALL TO ORDER

The meeting was called to order by Mayor Woodford at 7:00 p.m.

B. INVOCATION

The Invocation was offered by Alderperson Meltzer.

C. PLEDGE OF ALLEGIANCE TO THE FLAG

D. ROLL CALL OF ALDERPERSONS

Alderperson Schultz arrived at 7:02 p.m.

Alderperson Croatt appeared virtually.

Present: 13 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Nate Wolff, Alderperson Christopher Croatt, Alderperson Chad Doran and Mayor Jake Woodford

Excused: 3 - Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Sheri Hartzheim

E. ROLL CALL OF OFFICERS AND DEPARTMENT HEADS

All Departments were represented.

F. APPROVAL OF PREVIOUS COUNCIL MEETING MINUTES

[24-0232](#)

Common Council Meeting Minutes of February 21, 2024

Attachments: [CC Minutes 2-21-24.pdf](#)

Alderperson Van Zeeland moved, seconded by Alderperson Meltzer, that the Minutes be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

- Excused:** 3 - Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Sheri Hartzheim
- Absent:** 1 - Alderperson Alex Schultz
- Abstained:** 1 - Mayor Jake Woodford

G. BUSINESS PRESENTED BY THE MAYOR

[24-0235](#)

Confirmation of Appointments

Attachments: [Confirmation of Appointments 3.6.2024.pdf](#)

Alderperson Fenton moved, seconded by Alderperson Wolff, that the Appointments be approved. Roll Call. Motion carried by the following vote:

- Aye:** 11 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran
- Excused:** 3 - Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Sheri Hartzheim
- Absent:** 1 - Alderperson Alex Schultz
- Abstained:** 1 - Mayor Jake Woodford

[24-0236](#)

Proclamations:

- Museums for All Hub City
- Colorectal Cancer Awareness Month
- Spread Goodness Day
- MS Awareness Month

Attachments: [Museums for All Hub City Proclamation.pdf](#)
[Colorectal Cancer Awareness Month 2024.pdf](#)
[Spread Goodness Day 2024.pdf](#)
[MS Awareness Month 2024.pdf](#)

H. PUBLIC PARTICIPATION

There was no one signed up to speak during public participation.

I. PUBLIC HEARINGS

[24-0100](#)

Public Hearing on Special Resolution 1-P-24; Concrete Pavement, Driveway Aprons, Sidewalk Construction
Amethyst Dr (Bluetopaz Dr to Aquamarine Dr)
Clearfield Ct (cul-de-sac only)

Attachments: [1-P-24 Public Hearing Notice.pdf](#)

The following spoke during the Public Hearing:

Gary Breezy, 1606 S Perkins St.

Kevin Kirsner, corner of Charles & Perkins St.

Abel Miller, 5636 N Amethyst Dr.

Bryan Hass, 185 E Clearfield Lane

Alex Perez, 219 W Edgewood Dr.

[24-0101](#)

Public Hearing on Special Resolution 2-P-24; Sanitary Laterals, Storm Laterals, and Storm Main
Perkins St (Prospect to n/o Charles St)
Morrison St (Wisconsin Ave to Pershing St)

Attachments: [2-P-24 Public Hearing Notice.pdf](#)

The following spoke regarding the hearing:

Adam Katch, 1527 N Morrison St.

Ken McKenzie, 1901 N Morrison St.

Jan Dallman, 1715 N Morrison St.

J. SPECIAL RESOLUTIONS

[24-0102](#)

Final Resolution 1-P-24 Concrete Pavement, Driveway Aprons, Sidewalk Construction

Attachments: [Final Resolution 1-P-24 Concrete Paving Sidewalks and Aprons.pdf](#)
[Resident Petition Re- Sidewalk Construction.pdf](#)

Aldersperson Firkus moved, seconded by Aldersperson Fenton, that the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 11 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 3 - Aldersperson Vaya Jones, Aldersperson Kristin Alfheim and Aldersperson Sheri Hartzheim

Abstained: 2 - Aldersperson Alex Schultz and Mayor Jake Woodford

[24-0103](#)

Final Resolution 2-P-24 Sanitary Laterals, Storm Laterals, and Storm Main

Attachments: [Final Resolution 2-P-24 Sanitary Laterals, Storm Laterals, Storm Main.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Hayden, that the Resolution be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 3 - Aldersperson Vaya Jones, Aldersperson Kristin Alfheim and Aldersperson Sheri Hartzheim

Abstained: 1 - Mayor Jake Woodford

K. ESTABLISH ORDER OF THE DAY

[24-0214](#)

Approve the proposed modification to the Glendale and Whitman Yard Waste Site hours of operation.

Attachments: [2024.02.26_Yard Sites Schedule Proposal.pdf](#)

Aldersperson Van Zeeland moved, seconded by Aldersperson Fenton, that the Yard Waste Site Hour Modifications be approved. Roll Call. Motion failed by the following vote:

Aye: 6 - Aldersperson William Siebers, Aldersperson Brad Firkus, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Nay: 6 - Aldersperson Vered Meltzer, Aldersperson Israel Del Toro, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz and Aldersperson Nate Wolff

Excused: 3 - Aldersperson Vaya Jones, Aldersperson Kristin Alfheim and Aldersperson Sheri Hartzheim

Abstained: 1 - Mayor Jake Woodford

[24-0215](#)

Approve the recommended lighting updates near the intersection of Walnut Street and College Avenue.

Attachments: [Lighting Improvements Walnut @ College.pdf](#)

Aldersperson Fenton moved, seconded by Aldersperson Van Zeeland, that the lighting updates be approved. Roll Call. Motion carried by the following vote:

Aye: 12 - Aldersperson William Siebers, Aldersperson Vered Meltzer, Aldersperson Brad Firkus, Aldersperson Israel Del Toro, Aldersperson Katie Van Zeeland, Aldersperson Denise Fenton, Aldersperson Patrick Hayden, Aldersperson Joss Thyssen, Aldersperson Alex Schultz, Aldersperson Nate Wolff, Aldersperson Christopher Croatt and Aldersperson Chad Doran

Excused: 3 - Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Sheri Hartzheim

Abstained: 1 - Mayor Jake Woodford

L. COMMITTEE REPORTS

This was approved

Balance of the action items on the agenda.

Alderperson Firkus moved, Alderperson Van Zeeland seconded, to approve the balance of the agenda. The motion carried by the following vote:

Aye: 12 - Alderperson William Siebers, Alderperson Vered Meltzer, Alderperson Brad Firkus, Alderperson Israel Del Toro, Alderperson Katie Van Zeeland, Alderperson Denise Fenton, Alderperson Patrick Hayden, Alderperson Joss Thyssen, Alderperson Alex Schultz, Alderperson Nate Wolff, Alderperson Christopher Croatt and Alderperson Chad Doran

Excused: 3 - Alderperson Vaya Jones, Alderperson Kristin Alfheim and Alderperson Sheri Hartzheim

Abstained: 1 - Mayor Jake Woodford

1. MINUTES OF THE MUNICIPAL SERVICES COMMITTEE

[24-0213](#)

Approve request from The Boldt Company for a street occupancy permit for the Fox Commons City Center Plaza project along College Avenue from City Center East to the entrance of City Center West for a period ending on May 15, 2024.

Attachments: [Permanent - Fox Commons - College Ave - 3-7-2024 through 5-15-2024.pdf](#)

This Report Action Item was approved.

2. MINUTES OF THE SAFETY AND LICENSING COMMITTEE

[24-0174](#)

Class "B" Beer and "Class B" Liquor application for SG Petroleum LLC, d/b/a Friends & Neighbors, Suyash Goel, Agent, located at 148 S Walter Avenue, contingent upon approval from the Finance, Health and Inspections departments.

Attachments: [SG Petroleum LLC.pdf](#)

This Report Action Item was approved.

[24-0178](#)

Class "A" Beer and "Class A" Liquor License application for Indianhead Oil Co LLC d/b/a Circle K #2746526, Brad Larson, Agent, located at 1935 E Calumet St, contingent upon approval from the Community Development, Finance, Health and Inspections departments.

Attachments: [Indianhead Oil Co- DBA Circle K.pdf](#)

This Report Action Item was approved.

3. **MINUTES OF THE CITY PLAN COMMISSION**
4. **MINUTES OF THE PARKS AND RECREATION COMMITTEE**
5. **MINUTES OF THE FINANCE COMMITTEE**

[24-0125](#)

Request to accept funding to install a Kayak Launch at Telulah Park along with the following 2024 budget amendment (2/3 vote of Council required):

Park Open Space Fund

Donations	+ \$13,500
Fund Balance Applied	+ \$15,000
Misc Equipment	+ \$28,500

Attachments: [2024 Kayak Launch.pdf](#)

This Report Action Item was approved.

[24-0219](#)

Request to approve Resolution for Worker's Compensation Self-Insurance

Attachments: [Resolution- Workers Comp Self-Insurance Memo.pdf](#)

This Report Action Item was approved.

[24-0220](#)

Request to award Unit B-24 Asphalt Pavement Reconstruction to MCC, Inc. in the amount of \$1,407,816.40 with a 3.5% contingency of \$50,000 for a project total not to exceed \$1,457,816.40.

Attachments: [Contract Award Form Unit B-24.pdf](#)

[B-24 Contract Funding Form.pdf](#)

[B-24 bid tab.pdf](#)

This Report Action Item was approved.

[24-0221](#)

Request to award the 2024 Highview Trail Project to MCC, Inc. in the amount of \$149,212.25 with a 13% contingency of \$20,000 for a total not to exceed \$169,212.25.

Attachments: [2024 Highview Trail Project Finance Memo.pdf](#)

This Report Action Item was approved.

[24-0222](#)

Request to award the City of Appleton's 2024 Telulah Pavilion Renovation Project contract to RJM Construction, LLC. in the amount of \$106,150 with a 14% contingency of \$15,000 for a project total not to exceed \$121,150.

Attachments: [2024 Telulah Pavilion Renovations Project.pdf](#)

This Report Action Item was approved.

6. MINUTES OF THE COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE

7. MINUTES OF THE UTILITIES COMMITTEE

8. MINUTES OF THE HUMAN RESOURCES & INFORMATION TECHNOLOGY COMMITTEE

9. MINUTES OF THE FOX CITIES TRANSIT COMMISSION

[24-0203](#)

Authorization to award a three-year contract with two one-year options to Running Inc. for the provision of Paratransit (ADA and Ancillary) Services

Attachments: [FCTC Running contract memo.pdf](#)

This Report Action Item was approved.

[24-0204](#)

Authorization to award a two-year contract with three one-year options to Lamers Bus Lines, Inc. to provide the Downtown Appleton Trolley Service

Attachments: [FCTC Trolley contract memo.pdf](#)

This Report Action Item was approved.

10. MINUTES OF THE BOARD OF HEALTH

M. CONSOLIDATED ACTION ITEMS

N. ITEMS HELD

O. ORDINANCES

- P. LICENSE APPLICATIONS AND COMMUNICATIONS REFERRED TO COMMITTEES OF JURISDICTION
- Q. RESOLUTIONS SUBMITTED BY ALDERPERSONS REFERRED TO COMMITTEES OF JURISDICTION
- R. OTHER COUNCIL BUSINESS
- S. ADJOURN

Alderson Fenton moved, seconded by Alderson Siebers, that the meeting be adjourned at 7:55 p.m. Roll Call. Motion carried by the following vote:

Aye: 12 - Alderson William Siebers, Alderson Vered Meltzer, Alderson Brad Firkus, Alderson Israel Del Toro, Alderson Katie Van Zeeland, Alderson Denise Fenton, Alderson Patrick Hayden, Alderson Joss Thyssen, Alderson Alex Schultz, Alderson Nate Wolff, Alderson Christopher Croatt and Alderson Chad Doran

Excused: 3 - Alderson Vaya Jones, Alderson Kristin Alfheim and Alderson Sheri Hartzheim

Abstained: 1 - Mayor Jake Woodford

Kami Lynch, City Clerk



DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee
From: Eric Lom, P.E., City Traffic Engineer
Date: February 27, 2024
Re: Recommended switch to all-way stop control at Capitol Dr / Conkey St intersection
Follow-up to a six-month trial

General

In response to safety concerns, the Traffic Section recently reviewed the intersection control at the Capitol Drive / Conkey Street intersection, and subsequently initiated a six-month evaluation period to change from two-way stop control to all-way stop control. This intersection is located 0.3 miles north of Northland Avenue (CTH OO) and 0.2 miles east of Roemer Road. While both roadways are functionally classified as “Local,” both effectively function as “Collector” roadways as a result of the recent traffic signal installation at the Conkey St / Northland Av (CTH OO) intersection. The posted speed limit on both roadways is 30 mph.

Evaluation

The Federal Highway Administration (FHWA) states that certain criteria should typically be met in order to justify the implementation of all-way stop control. This typically involves evaluation of traffic volumes, crash experience, and the functional classification of the roadways. Designated *School Safe Walking Routes* are also considered when appropriate.

The busiest eight hours of the day are used to evaluate FHWA’s traffic volume criteria. At the Capitol/Conkey intersection, the volumes are approximately 51% of the levels necessary to satisfy the volume-related all-way stop warrant.

However, the main concern we heard about this intersection was regarding the number and severity of crashes, which involved eleven reportable crashes over a five-year period, and numerous injuries. This yields a crash rate of 3.6 crashes per million entering vehicles, which is much higher than the city-wide average (0.22) for two-way stop-controlled intersections.

Recommendation

While the traffic volumes at this intersection do not meet FHWA guidelines for all-way stop control, this intersection had a crash rate that was unusually high. It is likely the crash problem would continue to get worse as more development occurs in the subject area, resulting in higher traffic volumes. However, since the start of the all-way stop evaluation period, there have been zero reported crashes. Additionally, we have not received any negative feedback regarding the six-month evaluation.

Based on this, we recommend making the changes permanent. To accomplish this, the following ordinance action is required:

1. **Create:** “Install all-way stop control at the Capitol Drive / Conkey Street intersection.”



"... meeting community needs ... enhancing quality of life."

DEPARTMENT OF PUBLIC WORKS
Engineering Division – Traffic Section
2625 E. Glendale Avenue
Appleton, WI 54911
TEL (920) 832-5580
FAX (920) 832-5570

To: Municipal Services Committee
From: Eric Lom, City Traffic Engineer
Date: February 27, 2024
Re: Proposed parking change on Drew Street, north of North Street
Follow-Up to Evaluation Period

In response to safety concerns, the City's Traffic Section recently reviewed the Drew St / North St intersection. Based on this review, several changes were made in an attempt to reduce crashes, which included: 1) the addition of stop lines and crosswalk markings for eastbound and westbound North Street, the addition of secondary (left-side) stop signs for eastbound and westbound North St, and 3) a staff-initiated six-month evaluation period to remove parking on the west side of Drew Street, just north of the intersection, as a way of improving sight lines for eastbound traffic.

The adjacent property owner, First English Lutheran Church, was contacted, and they had no objection to the plan to remove parking.

The changes appear to have had a positive impact on safety at the intersection, with zero crashes being reported during the six-month evaluation period (there had been 18 reported crashes during the preceding five-year period). We have not received any negative feedback from the community. Based on this, we recommend the changes be made permanent. To accomplish this, the following ordinance action is required:

1. **Create:** "Parking be prohibited on the west side of Drew Street from North Street to a point 64 feet north of North Street."



PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : 24-025-T
Effective Date: 02/21/2024
Expiration Date: 03/20/2024
Non-Refundable Fee: \$40.00
Paid (yes or no): yes/152039586

Rev. 10-05-2023

Applicant Information

Name (print): Cooper Krings Company: Northcentral Construction Corporation
Address: 631 S Hickory Street Telephone: 920-579-5075
Fond du Lac, WI 54935 E-mail: cooperk@nccbuilds.com
Applicant Signature: [Signature] Date: 01/09/24

Occupancy Information

General Description: New Construction of Rise Apartments
Street Address: 102, 104, 106, 108, 110, 112, and 113 W Harris Street Sidewalk/roadway obstruction requested Y or N
- or -
Multiple Streets: W Harris Street & N Oneida Street ----- requesting till 6/30/2024 to go to MSC and Council
Date(s) From: 02/21/2024 To: 03/20/2024 35 days or < 35 days or >
(Requires Committee and Council Approval)

(Department use only)

Occupancy Type

Sub-Type

Location

- | | | | |
|--|---|---|--|
| <input type="checkbox"/> Permanent - Obstruction (\$40) | <input type="checkbox"/> Awning | <input type="checkbox"/> Sandwich Board | <input checked="" type="checkbox"/> Sidewalk |
| <input checked="" type="checkbox"/> Temporary - Obstruction (\$40) | <input type="checkbox"/> Dumpster | <input type="checkbox"/> Table / Chairs | <input type="checkbox"/> Terrace |
| <input type="checkbox"/> Amenity/Annual (\$40) | <input type="checkbox"/> Sign | | <input checked="" type="checkbox"/> Roadway |
| <input type="checkbox"/> Blanket/Annual (\$250) | <input checked="" type="checkbox"/> Obstruction / Other | | |
| <input type="checkbox"/> Block Party (\$15) | <input type="checkbox"/> POD / Container | | |

Additional Requirements

- Plan/Sketch Certificate of Insurance Bond
 Other : _____

Traffic Control Requirements

N/A

Contact Traffic Division (920-832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure.
Additional Requirements:

Type of Street: Proposed Traffic Control:

<input type="checkbox"/> Arterial/CBD	<input checked="" type="checkbox"/> City Manual Page(s) _____
<input type="checkbox"/> Collector	<input type="checkbox"/> State Manual Page(s) _____
<input checked="" type="checkbox"/> Local	<input checked="" type="checkbox"/> Other (attach plan) _____

See attachments

Approved by: MIKE MARUY Date: 1/15/24

This permit approval is subject to the following conditions:

1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
- 5.
- 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: Pete Neuberger/ds DATE: 3/1/2024
(Department of Public Works)

Statement of Insurance Coverage

Insurance Coverage:

Insurance Carrier: Cincinnati Insurance Company
Insurance Agent Name and Phone Number: McClone Agency-Dillon Holewinski
Policy Number: 0169944
Policy Period: 1/1/24-12/31/24

Bond Coverage:

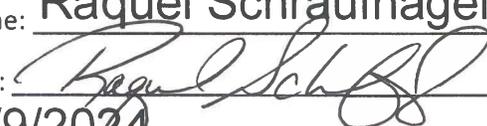
* Bond Carrier: _____
* Bond Agent Name and Phone Number: _____
* Bond Number: _____
* Bond Period: _____

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license.

I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above.

Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: Northcentral Construction Corporation
Print Name: Raquel Schraufnagel
Signature: 
Date: 1/9/2024

* Bonds are required for the following types of work only:

- Plumbing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-265)
- Demolition of Buildings: \$5,000.00 Permit Bond (Code Section 4-188(a)(2))
- Sewer lateral sealing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-188(c))
- Moving of Buildings: \$5,000.00 Permit Bond (Code Section 4-207(5))
- Cement Finisher's License: \$5,000.00 License Bond (Municipal Code Section 9-33)
- Excavation or place facilities in the public right-of-way: \$5,000.00 Permit Bond (Code Section 16-110)

DEPARTMENT OF PUBLIC WORKS

METER BAG APPLICATION

Fee is \$9.00 per day plus tax or any part thereof. **THIS FEE WILL BE CHARGED FOR EVERY DAY THE METER BAG IS RESERVED** (excluding Sundays and Holidays).

NOTE: Meter bags shall not be used on red meters. If a red meter is found bagged, the bag will be removed and the vehicle will be ticketed.

Company Name **Northcentral Construction Corporation**

Agent **Cooper Krings**

Company Address **631 S Hickory Street, Fond du Lac, WI 54935**

Phone Number **920-929-9400**

Reason **New Construction - Rise Apartments(2nd temp permit)**

Location **102-113 Harris Street**

Meter Zone 9202 - 81,103,104,105,111,112,113,114,115,123,124,125,126,127(14)
Zone & Space#

Date(s) **2-21-24 to 3-20-2024(attached)**

(Department use only)

Amount Due **\$3,323.25**
(\$9.00 per bag per day plus tax)

Approved by **Pete Neuberger/ds**
Department of Public Works Representative

Today's Date **2/28/2024**



Warning Lites
Of Appleton, Inc.
TRAFFIC SAFETY & SUPPLY
1-920-725-0757
"Safety Is Our Business"
920-725-0757 www.warningliteswi.com

START DATE & TIME

DURATION:

GENERAL NOTES:
THIS TRAFFIC CONTROL PLAN IS FOR INFORMATIONAL PURPOSES ONLY. TRAFFIC CONTROL PLAN IS NOT TO SCALE. WARNING LITES OF APPLETON, INC. ASSUMES NO LIABILITY FOR LAYOUT & SETUP OF ACCEPTED TRAFFIC CONTROL PLAN. THE CITY OF APPLETON DECIDES FINAL APPROVAL OF TRAFFIC CONTROL PLAN. ADVANCED WARNING SIGNS WILL BE MOUNTED ON PORTABLE SUPPORTS. THE EXACT NUMBER, LOCATION, AND SPACING OF ALL SIGNS AND DEVICES. SHALL BE ADJUSTED TO FIT FIELD CONDITIONS AS APPROVED BY THE ENGINEER.

- SIGN SYMBOL
- DRUM WITH/WITHOUT LIGHT
- TYPE III BARRICADE
- DIRECTION OF TRAFFIC

Owner	
Project Name RISE APARTMENTS	Project Number
Prime Contractor NORTHCENTRAL CONSTRUCTION	Traffic Control Contractor Warning Lites of Appleton, Inc.
Phone 920-725-0757	Sheet Number 1
Prepared By Lance G Mauel	Date 01/10/2023

2-0529

2-0532

2-0533

411413415433
401-07

ZONE 9202-115
BLOCKED BY DRIVEWAY MADE

ZONE 9202 - 111, 112, 113,114

ZONE 9202 - 103, 104, 105

2-0530

2-0536

116

112-102

113

ZONE 9202 - 81

ZONE 9202 - 123,124,125,126,127

2-0431

2-0441

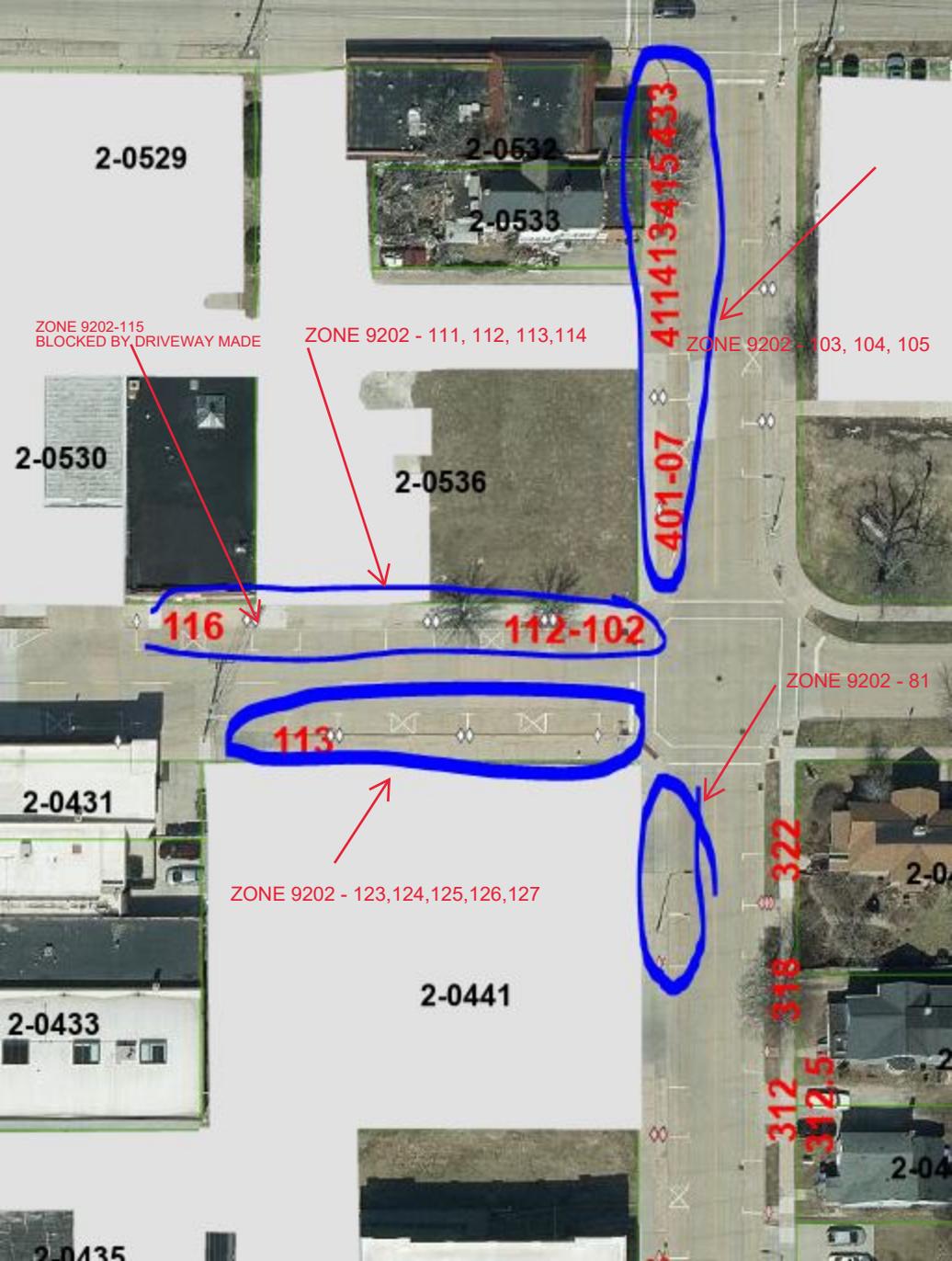
322
318
312
312.5

2-0433

2-0

2-0435

2-04





PERMIT TO OCCUPY THE PUBLIC RIGHT-OF-WAY

Permit # : _____
 Effective Date: _____
 Expiration Date: 12/31/2024
 Non-Refundable Fee: \$40.00
 Paid (yes or no): yes / 6435-0001

Rev. 10-05-2023

Applicant Information

Name (print): Charlotte Morse Company: RYE Restaurant
 Address: 308 W. College Ave Telephone: 920 380 4745
Appleton, WI 54913 E-mail: Ryedining@outlook.com
 Applicant Signature: [Signature] Date: 3/4/24

Occupancy Information

General Description: Window Planter box attached to building facing College Ave
 Street Address: 308 W. College Ave Sidewalk/roadway obstruction requested Y or N
 - or -
 Multiple Streets: _____
 Date(s) From: _____ To: _____ 35 days or < 35 days or >
 (Requires Committee and Council Approval)

(Department use only)

Occupancy Type

- Permanent - Obstruction (\$40)
- Temporary - Obstruction (\$40)
- Amenity/Annual (\$40)
- Blanket/Annual (\$250)
- Block Party (\$15)

Sub-Type

- Awning
- Dumpster
- Sign
- Obstruction / Other Window Box
- POD / Container

Location

- Sidewalk
- Terrace
- Roadway

Additional Requirements

- Plan/Sketch
- Certificate of Insurance
- Bond
- Other : _____

Traffic Control Requirements N/A

Type of Street: _____ Proposed Traffic Control: _____
 Arterial/CBD City Manual Page(s) _____
 Collector State Manual Page(s) _____
 Local Other (attach plan) _____

Contact Traffic Division 920-832-2379) 1 business day prior to any lane closure, or 2 business days prior to a full road closure. Additional Requirements:

Approved by: _____ Date: _____

This permit approval is subject to the following conditions:

1. Permittee is responsible to obtain any further permits that may be required as part of this occupancy.
2. Permittee shall adhere to any plan(s) that were submitted to the City of Appleton as part of this application.
3. This permit is subject to IMMEDIATE REVOCATION and/or issuance of a MUNICIPAL CITATION if conditions of the permit are not met.
4. This permit is subject to IMMEDIATE REVOCATION if unfavorable traffic conditions develop during the period the occupancy is permitted.
- 5.
- 6.

This permit is issued to the applicant upon payment of the permit fee and is expressly limited to the location and type described herein. The applicant, in exchange for receiving this permit, warrants that all street occupancies will be performed in conformity to City ordinances, standards and policies, be properly barricaded and lighted, and be performed in a safe manner. By applying for and accepting this permit, the applicant assumes full liability and/or any costs incurred by the City for corrective work required to bring the subject area into compliance with said ordinances, standards, policies and permit conditions. No occupancy shall occur prior to approval of this permit by the Department of Public Works.

The Grantee shall guarantee at their expense, the repair or replacement of pavement, sidewalk and any other facilities within the public right-of-way damaged or destroyed by the Grantee or any sub-contractor working for them. The Grantee shall assume complete and full liability and responsibility, in accordance with existing ordinances and policies, in the event of injury or damage to persons or property resulting from their facilities within the public right-of-way.

APPROVED BY: _____ DATE: _____
 (Department of Public Works)

Statement of Insurance Coverage

Insurance Coverage:

Insurance Carrier: Society Insurance
Insurance Agent Name and Phone Number: Mike Tied 920 619 5900
Policy Number: WC19045726-3
Policy Period: December 1st 2023 - December 1st 2024

Bond Coverage:

* Bond Carrier: _____
* Bond Agent Name and Phone Number: _____
* Bond Number: _____
* Bond Period: _____

I confirm that I have the authority to sign and certify the information contained herein as the permittee/licensee or duly authorized representative of the entity obtaining this permit/license.

I have reviewed and understand the insurance and bonding requirements of the City of Appleton. I hereby certify that I, or the company I represent have insurance and a bond in the amounts required to obtain this permit/license. I have named the City of Appleton as an additional insured for purposes of this permit/license and have provided the name of my insurance and bond carriers, the policy numbers and policy periods above.

Further, I agree to maintain appropriate insurance coverage for the duration of this permit/license and to indemnify against any and all liability, loss, damage and expenses and costs including attorneys' fees arising out of the activities performed as described herein, caused in whole or in part by any negligent act or omission of the applicant, anyone directly or indirectly employed by any of them, which may arise from the use of city right of way or property under this permit or license.

I certify that this application, and all information and documentation provided therein, is true and accurate.

Company Name: RYE RESTAURANT
Print Name: Charlotte Morse
Signature: 
Date: 3/4/24

* Bonds are required for the following types of work only:

- Plumbing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-265)
- Demolition of Buildings: \$5,000.00 Permit Bond (Code Section 4-188(a)(2))
- Sewer lateral sealing in the public right-of-way: \$5,000.00 Permit Bond (Code Section 4-188(c))
- Moving of Buildings: \$5,000.00 Permit Bond (Code Section 4-207(5))
- Cement Finisher's License: \$5,000.00 License Bond (Municipal Code Section 9-33)
- Excavation or place facilities in the public right-of-way: \$5,000.00 Permit Bond (Code Section 16-110)



Appleton Police Department

INTEROFFICE MEMORANDUM



Date: March 18, 2024
To: Safety & Licensing Committee Chair – Chris Croatt
From: Chief Polly Olson
RE: Modification of Ordinance 12-127 – Action Item

During the budgeting process for 2024, the Police Department submitted a proposal that involved changes to false alarm fees. This proposal was ultimately approved by the Common Council. These fees are specified in Appleton’s City Code at §12-127. Despite the budget proposal being approved, no corresponding proposal to amend the City’s code to match the budget proposal was submitted or approved.

The proposed amendment to §12-127 of the City’s code is intended to bring the City’s code in line with the budget proposal previously submitted and approved by the Common Council.

Thank you-

Sec. 12-127. False alarm fee.

(a) Any fees payable to the City which are delinquent may be assessed against the property involved as a special charge for current service, without notice, pursuant to Wisconsin Statutes Annotated §66.0627.

(b) If the Police Department responds to a false alarm, the alarm user shall pay the City a fee according to the following schedule of fees for any false alarm occurring in a calendar year:

(1) First two (2) false alarms.....	No charge
(2) Second false alarm.....	\$50
(3) Third, fourth and fifth false alarms	\$75 100.00
(4) Sixth, seventh and eighth false alarms	\$150 200.00
(4) Ninth, tenth, and eleventh false alarms	\$300.00
(5) Twelfth and subsequent false alarms.....	\$600.00

Commented [ZNB1]: Renumbering due to separation of second and first false alarm.

(c) Discontinuance of response.

- (1) If the Police Department is cancelled by the emergency communications center while responding to an alarm, the alarm user may still be assessed a fee for a false alarm.
- (2) In cases where the alarm user has twelve (12) or more false alarms within a six- (6-) month period the Police Department may suspend response after the Chief of Police or designee sends written notification to the alarm user. In order to lift the suspension, the alarm user shall submit written confirmation to the Chief of Police or designee that the alarm system has been inspected and repaired, if necessary, and/or additional measures have been taken to reduce the number of false alarms at that location. If the Chief of Police or designee determines that the actions taken are likely to prevent the occurrence of additional false alarms, the Police Department shall lift the suspension.

(d) Exceptions and appeals.

- (1) A fee shall not be charged if any of the following apply:
 - a. The alarm was activated by criminal activity or a legitimate emergency.
 - b. The alarm was activated after a power outage that lasted more than four (4) hours.
 - c. The alarm was activated after the **premises** was damaged by weather conditions.
 - d. The Fire Department has assessed a fee for a false fire alarm.
 - e. The Police Department was cancelled prior to arriving at the **premises** and documentation is provided that enhanced call verification or verified response was properly utilized.
- (2) An alarm user may appeal the assessment of a false alarm fee by submitting written documentation to the Police Chief or designee within ten (10) business days after notification of the assessment of a fee. The Chief or designee must inform the alarm user of the decision in writing. If the alarm user further contests the Chief or designee's decision within ten (10) days of receiving the Chief or designee's decision, the alarm user may seek review by the Safety and Licensing Committee by submitting a written notification to the City Clerk's Office.

Commented [ZNB2]: Grammatical correction.

Commented [ZNB3]: Grammatical Correction.

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	Appleton
License Period	2023-2024

License(s) Requested

- Class "A" Beer \$ _____
- Class "B" Beer \$ _____
- "Class C" Wine \$ _____
- Reserve "Class B" Liquor \$ _____
- "Class A" Liquor \$ _____
- "Class B" Liquor \$ _____
- "Class A" Liquor (Cider Only) \$ 0
- "Class B" (Wine Only) Winery \$ _____

License Fees	\$ 700.00
Publication Fee	\$ 60.00
Background Check	\$ 7.00
Total Fees	\$ 767.00

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <i>Thapq petroleum LLC</i>		
2. Trade Name/DBA <i>Appleton Clark</i>		
3. Premises Address <i>1200 W Wisconsin Ave Appleton WI 54914</i>		
4. County <i>Outagamie</i>	5. Municipality <i>Appleton</i>	6. Aldermanic District <i>12</i>
7. Mailing Address (if different from premises address)		
8. FEIN [REDACTED]	9. Wisconsin Seller's Permit Number <i>456-1031592696</i>	
10. Premises Phone <i>920-889-9829</i>	11. Premises Email <i>thapqpr2017@gmail.com</i>	
12. Entity Type (check one) <input checked="" type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary. <i>1200 W Wisconsin Ave - 28X28 SQ FT. Convenience store cooler.</i>		

Part B: Questions

- Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate Yes No
- Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? Yes No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only		
1. State of Registration <i>Wisconsin</i>	2. Date of Registration <i>02-05-2024</i>	
3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors <input checked="" type="checkbox"/> Yes <input checked="" type="checkbox"/> No		
Name of Parent Company	FEIN of Parent Company	
4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, please explain using the space below. Attach additional sheets if necessary.		
5. Agent's Last Name <i>Thapq</i>	Agent's First Name <i>Cranesh</i>	Phone [REDACTED]

Part D: Individual Information
 A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
<i>Thapq</i>	<i>Cranesh</i>	<i>owner</i>	[REDACTED]
<i>Thapq</i>	<i>REDACTED</i>	<i>REDACTED</i>	<i>REDACTED</i>

Part E: Attestation		
Who must sign this application? <input type="checkbox"/> sole proprietor <input type="checkbox"/> one general partner of a partnership <input type="checkbox"/> one corporate officer <input type="checkbox"/> one managing member of an LLC		
<p>READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.</p>		
Signature <i>B. J. ...</i>	Date <i>02-14-24</i>	
Name (Last, First, M.I.)		
Title <i>Owner</i>	Email [REDACTED]	Phone [REDACTED]

Part F: For Clerk Use Only		
Date application was filed with clerk <i>2-20-24</i>	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		



City of Appleton

Alcohol License Questionnaire

1. Name of Applicant: Ganesh Bahadur Thapa

2. Name of Business: THAPA PETROLEUM LLC

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
- Tavern/Night Club/Wine Bar
- Microbrewery/Brewpub
- Painting/Craft Studio
- Other (describe) _____

3. Address of Business: 1200 W Wisconsin Ave Appleton, WI 54914

4. Have you or any member of your organization ever been convicted of a misdemeanor or ordinance violation? Yes _____ No _____

AND/OR been convicted of a felony? Yes _____ No _____

If yes to either question, please explain in detail below:

I sold Beer under 21 years people. couple year ago, I paid off whatever I got ticket. so I don't want to repeat again. sorry for that.

5. List all partners, shareholders or investors of your business. Include full name, middle initial and date of birth. Please use additional sheets if necessary.

<u>Ganesh</u>	<u>B</u>	<u>Thapa</u>	
First name	M.I.	Last name	Date of Birth
_____	_____	_____	____/____/____
First name	M.I.	Last name	Date of Birth
_____	_____	_____	____/____/____
First name	M.I.	Last name	Date of Birth
_____	_____	_____	____/____/____
First name	M.I.	Last name	Date of Birth
_____	_____	_____	____/____/____

6. Name of person/corporation you are buying the premise and equipment from?

Name: Ganesh B Thapa

First name Middle Initial Last name

Address: 1200 W Wisconsin Ave Appleton WI 54914

City State ZIP

7. What was the previous name and primary nature of the business operating at this location?

Name: Gas station / convenience store

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
- Tavern/Night Club/Wine Bar
- Microbrewery/Brewpub
- Painting/Craft Studio
- Other (describe) _____

8. Was this premise licensed for alcohol sales/consumption during the past license year?

Yes If yes, please contact the Community and Economic Development Department at 832-6468 about obtaining a copy of an existing Special Use Permit and related requirements that may run with property.

No If no, please contact the Community and Economic Development Department at 832-6468 about obtaining a Special Use Permit. A Special Use Permit may be required for your business activity prior to the issuance of a Liquor License, pursuant to the City of Appleton Zoning Ordinance.

9. If alcohol sales were a previous use in this building, when did the operation cease?

_____ months ago.

10. Seating capacity: Inside _____ Outside _____

11. Operating hours (Inside the building): 6 AM to 10 PM
Operating hours (Outdoor seating areas): _____

12. Employees/Staff

Number of floor personnel _____ Number of door checkers _____

13. In general, state the size and operational details of the proposed establishment:

a. Gross floor building area of the premises to be licensed: _____ square feet.

b. Gross outdoor seating areas of the premises to be licensed: _____ square feet.

c. Below, identify the operational details of the proposed establishment:

1200 W Wisconsin Ave - 28 X 28 Gq feet

Convenience store cooler.

B. J. J. J.

Signature

02-20-24

Date

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village City of Appleton County of outagamie

The undersigned duly authorized officer/member/manager of THAPA PETROLEUM LLC
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Appleton Clark
(Trade Name)

located at 1200 West Wisconsin Ave Appleton, WI 54924

appoints Gane Bahadur Thapa
(Name of Appointed Agent)

1131 West Commercial Street Appleton, WI 54914
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 7 years

Place of residence last year 1131 W Commercial St Appleton, WI 54914

For: THAPA PETROLEUM LLC
(Name of Corporation / Organization / Limited Liability Company)

By: [Signature]
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Ganesh Thapa, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

[Signature] 02-14-2024
(Signature of Agent) (Date)

Agent's age [Redacted]

1131 W Commercial St Appleton, WI 54914
(Home Address of Agent)

Date of birth [Redacted]

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

Form
AT-106

Original Alcohol Beverage License Application

FOR CLERKS ONLY	
Municipality	City of Appleton
License Period	2023 - 2024

License(s) Requested

- Class "A" Beer \$ _____ "Class A" Liquor \$ _____
- Class "B" Beer \$ 100 "Class B" Liquor \$ 500
- "Class C" Wine \$ _____ "Class A" Liquor (Cider Only) \$ _____
- Reserve "Class B" Liquor \$ _____ "Class B" (Wine Only) Winery \$ _____

License Fees	\$ 600
Publication Fee	\$ 60
Background Check	\$ 7
Total Fees	\$ 667

Part A: Premises/Business Information

1. Legal Business Name (registered entity name or individual's name if sole proprietorship) <u>Sony's Bistro LLC</u>		
2. Trade Name or DBA <u>Meade Street Bistro</u>		
3. Premises Address <u>2729 N. Meade Street Appleton, WI 54911</u>		
4. County <u>Outagamie</u>	5. Municipality <u>Appleton</u>	6. Aldermanic District <u>#6</u>
7. Mailing Address (if different from premises address) <u>Same as Above</u>		
8. FEIN [REDACTED]	9. Wisconsin Seller's Permit Number <u>456-1031557990-04</u>	
10. Premises Phone [REDACTED]	11. Premises Email [REDACTED]	
12. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation <input type="checkbox"/> Nonprofit Organization		
13. Premises Description - Describe the building or buildings where alcohol beverages are to be sold and stored. Describe all rooms including living quarters, if used, for the sales, service, consumption, and/or storage of alcohol beverages and records. Alcohol beverages may be sold and stored ONLY on the premises described in this application. Attach additional sheets if necessary. <u>Dining room, back Private space, Bar Area. Kitchen 2,000 sq. Ft Build.) PATIO 150 sq Ft.</u>		

Part B: Questions

1. Have the partners, agent, or sole proprietor satisfied the responsible beverage server training requirement for this license period? Submit a copy of Responsible Beverage Server Training Course Certificate. Yes No
2. Does the applicant business or its partners, officers, directors, managing members, or agent hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? Yes No
If yes, please explain using the space below. Attach additional sheets if necessary.

Part C: For Corporate/LLC Applicants Only

1. State of Registration: WI 2. Date of Registration: 10-1-23

3. Is the applicant business owned by another corporation or LLC? If yes, please provide the name and FEIN of the parent company below, include parent company members in Part D, and attach Form AT-103 for all of the parent company's principal members, managers, officers, or directors. Yes No

Name of Parent Company: Sony's Bistro LLC FEIN of Parent Company: [REDACTED]

4. Does the parent company or any of its officers, directors, managing members, or agent hold any direct or indirect interest in any other alcohol beverage wholesaler or producer (e.g., brewer, brewpub, winery, distillery)? Yes No
If yes, please explain using the space below. Attach additional sheets if necessary.

5. Agent's Last Name: Meyer-Koehler Agent's First Name: Synova Phone: [REDACTED]

Part D: Individual Information

A Supplemental Questionnaire, Form AT-103, must be completed and attached to this application for each person involved in the applicant business and any parent company as indicated in Part C. Persons in the applicant business include: sole proprietor, all officers, directors, and agent of a corporation or nonprofit organization, all partners of a partnership, and all managing members and agent of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
<u>N/A</u>			
<u>Synova J. Meyer</u>		<u>Owner</u>	[REDACTED]

Part E: Attestation

Who must sign this application?
 sole proprietor one general partner of a partnership one corporate officer one managing member of an LLC

READ CAREFULLY BEFORE SIGNING: Under penalty of law, I have answered each of the above questions completely and truthfully. I agree that I am acting solely on behalf of the applicant business and not on behalf of any other individual or entity seeking the license. Further, I agree that the rights and responsibilities conferred by the license(s), if granted, will not be assigned to another individual or entity. I agree to operate this business according to the law, including but not limited to, purchasing alcohol beverages from state authorized wholesalers. I understand that lack of access to any portion of a licensed premises during inspection will be deemed a refusal to allow inspection. Such refusal is a misdemeanor and grounds for revocation of this license. I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature: Synova Meyer Koehler Date: 2-27-24

Name (Last, First, M.I.): S. Meyer, Synova, J.

Title: Owner Email: [REDACTED] Phone: [REDACTED]

Part F: For Clerk Use Only

Date application was filed with clerk <u>2/28/24</u>	Date reported to governing body	Date provisional license issued (if applicable)
Date license granted	License number	Date license issued
Signature of Clerk/Deputy Clerk		



City of Appleton Alcohol License Questionnaire

1. Name of Applicant: Sydney J. Meyer

2. Name of Business: Sony's Bistro LLC

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
- Tavern/Night Club/Wine Bar
- Microbrewery/Brewpub
- Painting/Craft Studio
- Other (describe) _____

3. Address of Business: 2729 N. Meade St. Appleton WI
54913

4. Have you or any member of your organization ever been convicted of a misdemeanor or ordinance violation? Yes _____ No X

AND/OR been convicted of a felony? Yes _____ No X

If yes to either question, please explain in detail below:

5. List all partners, shareholders or investors of your business. Include full name, middle initial and date of birth. Please use additional sheets if necessary.

NA

First name	M.I.	Last name	Date of Birth
<u>Sydney</u>	<u>J.</u>	<u>Meyer</u>	[REDACTED]

6. Name of person/corporation you are buying the premise and equipment from?

Name: N/A

First name	Middle Initial	Last name	

Address: _____

City State ZIP

7. What was the previous name and primary nature of the business operating at this location?

Name: WHW Gastro Pub - DBA Meade Street Bistro

(Check Applicable Box(s) to identify primary business activity)

- Restaurant
- Tavern/Night Club/Wine Bar
- Microbrewery/Brewpub
- Painting/Craft Studio
- Other (describe) _____

8. Was this premise licensed for alcohol sales/consumption during the past license year?

Yes If yes, please contact the Community and Economic Development Department at 832-6468 about obtaining a copy of an existing Special Use Permit and related requirements that may run with property.

No _____ If no, please contact the Community and Economic Development Department at 832-6468 about obtaining a Special Use Permit. A Special Use Permit may be required for your business activity prior to the issuance of a Liquor License, pursuant to the City of Appleton Zoning Ordinance.

9. If alcohol sales were a previous use in this building, when did the operation cease?

opened 2019 _____ months ago.

10. Seating capacity: Inside 300 Outside _____

11. Operating hours (Inside the building): T-4-8 / W, T 11-8 / F 11-9 / ~~S~~ 5.4-9
Operating hours (Outdoor seating areas): SAME

12. Employees/Staff
Number of floor personnel 27 Number of door checkers _____

13. In general, state the size and operational details of the proposed establishment:

- a. Gross floor building area of the premises to be licensed: 2,000 square feet.
- b. Gross outdoor seating areas of the premises to be licensed: 150 square feet.
- c. Below, identify the operational details of the proposed establishment:

Food & Beverage

Syrena Meyer
Signature

2-27-24
Date

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village City of Appleton County of Outagamie

The undersigned duly authorized officer/member/manager of Syrona J. Meyer
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as Sony's Bistro LLC DBA Meade Street Bistro
(Trade Name)

located at 2729 N. Meade Street Appleton, WI 54911

appoints Syrona Meyer
(Name of Appointed Agent)

1342 N. Lake Ct. Appleton, WI 54913
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).
Sony's Bistro LLC

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 28 yrs.

Place of residence last year 1342 N. Lake Ct. Appleton, WI 54913

For: Sony's Bistro LLC
(Name of Corporation / Organization / Limited Liability Company)

By: Syrona Meyer
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, Syrona Meyer, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

Syrona Meyer 2-27-24 Agent's age [REDACTED]
(Signature of Agent) (Date)
1342 N. Lake Ct. Appleton, WI 54913 Date of birth [REDACTED]
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

OAK #86

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village of APPLETON County of CALUMET
 City

The undersigned duly authorized officer/member/manager of ALDI INC. (WISCONSIN)
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as ALDI #86
(Trade Name)

located at 2702 N RICHMOND ST APPLETON, WI 54911

appoints CHRIS RYAN SUBERT
(Name of Appointed Agent)
W8426 COUNTY RD F, SHIOCTON, WI 54170
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

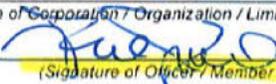
Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).
N/A

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 20 YEARS

Place of residence last year W8426 COUNTY RD F, SHIOCTON, WI 54170

For: ALDI INC. (WISCONSIN)
(Name of Corporation / Organization / Limited Liability Company)

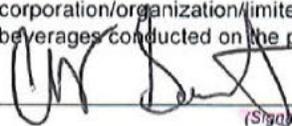
By: 
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, CHRIS RYAN SUBERT, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

 01/31/2024 Agent's age
(Signature of Agent) (Date)

W8426 COUNTY RD F, SHIOCTON, WI 54170 Date of birth
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

OAK # 86

Date

Form AT-103

Alcohol Beverage License Application Supplemental Questionnaire

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
• all partners of a partnership
• all officers, directors, and agent of a corporation or nonprofit organization
• managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

Part A: Premises/Business Information
1. Registered Entity Name (or individual name if sole proprietor) ALDI INC. (WISCONSIN)
2. Trade Name or DBA ALDI# 86
3. Entity Type (check one) [] Sole Proprietor [] Partnership [] Limited Liability Company [x] Corporation [] Nonprofit Organization

Part B: Individual Information
1. Name (Last, First, M.I.) SUBERT, CHRIS R.
2. Relationship to Registered Entity (Title) AGENT (STORE MANAGER)
3. Email [Redacted]
4. Phone [Redacted]
5. Home Address W8426 COUNTY RD F
6. City SHIOCTON
7. State WI
8. Zip Code 54170
9. Date of Birth [Redacted]
10. Drivers License/State ID Number [Redacted]
11. Drivers License/State ID State of Issuance WI

Part C: Address History
List in chronological order your last two residence addresses within the last 5 years.
Previous Address 1 N/A
Previous City, State, Zip N/A
Dates (MM/YYYY - MM/YYYY)
Previous Address 2 N/A
Previous City, State, Zip N/A
Dates (MM/YYYY - MM/YYYY)

Part D: Employment History
List in chronological order your last two employers within the last 5 years.
Employer's Name ALDI Inc.
Employer's Address 9342 S. 13th St., Oak Creek, WI (Office address)
Dates Employed (MM/YYYY - MM/YYYY) 11/2020 - Present
Employer's Name Spectrum
Employer's Address 3845 E Calumet, Appleton WI
Dates Employed (MM/YYYY - MM/YYYY) 6/2020 - 10/2020

JC Penny, 3459 Princeton Rd, Hamilton OH 2010 - 2019

Part E: Criminal History

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? Yes No
 If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated <i>Receiving Property</i>	Trial Date <i>2018? I don't remember when</i>
Penalty Imposed <i>none</i>	Was sentence completed? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No

Law/Ordinance Violated	Trial Date
Penalty Imposed 	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? Yes No

If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part F: Questions

1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below. If no, continue to question 2. Yes No

2. How long have you continuously lived in Wisconsin prior to the date of application?	Years <i>20</i>	Months
--	--------------------	--------

3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed. Yes No

Part G: Attestation

READ CAREFULLY BEFORE SIGNING: I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature <i>[Handwritten Signature]</i>	Date <i>01/31/2024</i>
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OAK # 68

Schedule for Appointment of Agent by Corporation / Nonprofit Organization or Limited Liability Company

Submit to municipal clerk.

All corporations/organizations or limited liability companies applying for a license to sell fermented malt beverages and/or intoxicating liquor must appoint an agent. The following questions must be answered by the agent. The appointment must be signed by an officer of the corporation/organization or one member/manager of a limited liability company and the recommendation made by the proper local official.

To the governing body of: Town Village of APPLETON County of CALUMET
 City

The undersigned duly authorized officer/member/manager of ALDI INC. (WISCONSIN)
(Registered Name of Corporation / Organization or Limited Liability Company)

a corporation/organization or limited liability company making application for an alcohol beverage license for a premises known as ALDI #68
(Trade Name)

located at 116 NORTH LINWOOD APPLETON, WI 54914

appoints BRITTNEY ANN WAGNER
(Name of Appointed Agent)
2114 N MORRISON ST APPLETON, WI 54911
(Home Address of Appointed Agent)

to act for the corporation/organization/limited liability company with full authority and control of the premises and of all business relative to alcohol beverages conducted therein. Is applicant agent presently acting in that capacity or requesting approval for any corporation/organization/limited liability company having or applying for a beer and/or liquor license for any other location in Wisconsin?

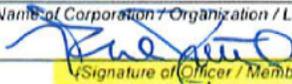
Yes No If so, indicate the corporate name(s)/limited liability company(ies) and municipality(ies).
N/A

Is applicant agent subject to completion of the responsible beverage server training course? Yes No

How long immediately prior to making this application has the applicant agent resided continuously in Wisconsin? 28 YEARS

Place of residence last year 2114 N MORRISON ST APPLETON, WI 54911

For: ALDI INC. (WISCONSIN)
(Name of Corporation / Organization / Limited Liability Company)

By: 
(Signature of Officer / Member / Manager)

Any person who knowingly provides materially false information in an application for a license may be required to forfeit not more than \$1,000.

ACCEPTANCE BY AGENT

I, BRITTNEY ANN WAGNER, hereby accept this appointment as agent for the
(Print / Type Agent's Name)

corporation/organization/limited liability company and assume full responsibility for the conduct of all business relative to alcohol beverages conducted on the premises for the corporation/organization/limited liability company.

 3/1/2024 Agent's age
(Signature of Agent) (Date)
2114 N MORRISON ST APPLETON, WI 54911 Date of birth
(Home Address of Agent)

APPROVAL OF AGENT BY MUNICIPAL AUTHORITY (Clerk cannot sign on behalf of Municipal Official)

I hereby certify that I have checked municipal and state criminal records. To the best of my knowledge, with the available information, the character, record and reputation are satisfactory and I have no objection to the agent appointed.

Approved on _____ by _____ Title _____
(Date) (Signature of Proper Local Official) (Town Chair, Village President, Police Chief)

OAK #68

Date

Form AT-103

Alcohol Beverage License Application Supplemental Questionnaire

This form must be submitted to the municipal clerk, and be accompanied by one or more of the following forms: AT-104, AT-106, AT-108, AT-115, or AT-200. One Form AT-103 must be completed by each person involved in the applicant business or parent company including:

- sole proprietor
• all partners of a partnership
• all officers, directors, and agent of a corporation or nonprofit organization
• managing members and agent of a limited liability company

Your alcohol beverage application or renewal is not complete until all required Supplemental Questionnaires are submitted.

Part A: Premises/Business Information
1. Registered Entity Name (or individual name if sole proprietor)
ALDI INC. (WISCONSIN)
2. Trade Name or DBA
ALDI# 68
3. Entity Type (check one)
Sole Proprietor Partnership Limited Liability Company Corporation Nonprofit Organization

Part B: Individual Information
1. Name (Last, First, M.I.)
WAGNER, BRITTNEY ANN
2. Relationship to Registered Entity (Title)
AGENT (STORE MANAGER)
3. Email
4. Phone
5. Home Address
2114 N MORRISON ST
6. City
APPLETON
7. State
WI
8. Zip Code
54911
9. Date of Birth
10. Drivers License/State ID Number
11. Drivers License/State ID State of Issuance
WI

Part C: Address History
List in chronological order your last two residence addresses within the last 5 years.
Previous Address 1
385 N WESTHAVEN DR. G202
Previous City, State, Zip
OSHKOSH, WI 54904
Dates (MM/YYYY - MM/YYYY)
03/2020 - 02/2021
Previous Address 2
N/A
Previous City, State, Zip
N/A
Dates (MM/YYYY - MM/YYYY)

Part D: Employment History
List in chronological order your last two employers within the last 5 years.
Employer's Name
ALDI Inc.
Employer's Address
9342 S. 13th St., Oak Creek, WI (Office address)
Dates Employed (MM/YYYY - MM/YYYY)
10/2020 - Present
Employer's Name
Hobby Lobby
Employer's Address
1118 S Koeller St Oshkosh WI 54902
Dates Employed (MM/YYYY - MM/YYYY)
2/2018 - 10/2020

Part E: Criminal History

1. Have you ever been convicted of any offenses (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or of any county or municipal ordinances? Yes No
If yes to question 1, please list details of each conviction below. Attach additional sheets as needed.

Law/Ordinance Violated	Trial Date
------------------------	------------

Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------	--

Law/Ordinance Violated	Trial Date
------------------------	------------

Penalty Imposed	Was sentence completed? <input type="checkbox"/> Yes <input type="checkbox"/> No
-----------------	--

2. Are charges for any offenses currently pending against you (other than traffic offenses unrelated to alcohol beverages) for violation of any federal, Wisconsin, or another state's laws or any county or municipal ordinances? Yes No
If yes to question 2, describe nature and status of pending charges using the space below. Attach additional sheets as needed.

Part F: Questions

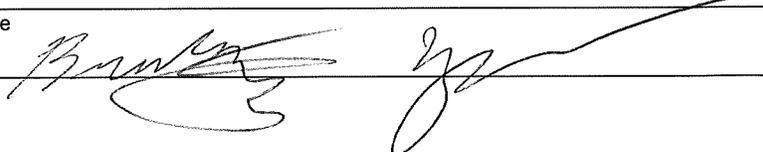
1. Have you lived in any state other than Wisconsin as an adult? If yes, please list them in the space below. If no, continue to question 2. Yes No

2. How long have you continuously lived in Wisconsin prior to the date of application?	Years 28	Months
--	-------------	--------

3. Do you hold a direct or indirect interest in any alcohol beverage wholesaler or producer (e.g. brewer, brewpub, winery, distillery)? If yes, please explain using the space below. Attach additional sheets as needed. Yes No

Part G: Attestation

READ CAREFULLY BEFORE SIGNING: I understand that any license issued contrary to Wis. Stat. Chapter 125 shall be void under penalty of state law. I further understand that I may be prosecuted for submitting false statements and affidavits in connection with this application, and that any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000 if convicted.

Signature 	Date 1/3/24
--	----------------



"meeting community needs
.....enhancing quality of life"

REQUEST for Alcohol License Premise Amendment

FEES ARE NON-REFUNDABLE		Date Recv'd <u>9/21/23</u>
License Fee	\$10.00/event	Acct: CLCAGP
Receipt	<u>5642-4</u>	

SECTION 1 – LICENSE INFORMATION

Name of Establishment <u>Antojitos Mexicanos LLC</u>	
Address of Establishment <u>204 E College Ave</u>	
Name of Agent <u>Bruno Alvaran</u>	Phone Number

SECTION 2 – PREMISE AMENDMENT

Please describe the change in premises:

A drawing/diagram of the proposed area must also be submitted with this application
 Adding a second bar w/ dining room next door of previous location.
 Storing liquor in basement. Adding on approximately 1,200 sq ft.
 Placing ~~placing~~ 7-8 tables on the amenity strip.

Is this change Permanent?	If this is temporary please specify the reason for the amendment:
<input checked="" type="checkbox"/> YES <input type="checkbox"/> NO	

Please list the date(s) and time(s) that this temporary premise amendment will be utilized:

SECTION 3 – PENALTY NOTICE

I certify that I am familiar with Section 9-52 of the Municipal Code of the City of Appleton and agree that any license granted under this application may be suspended for cause at any time by the Common Council.
 Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.
 Signature of Applicant: _____

FOR OFFICE USE ONLY

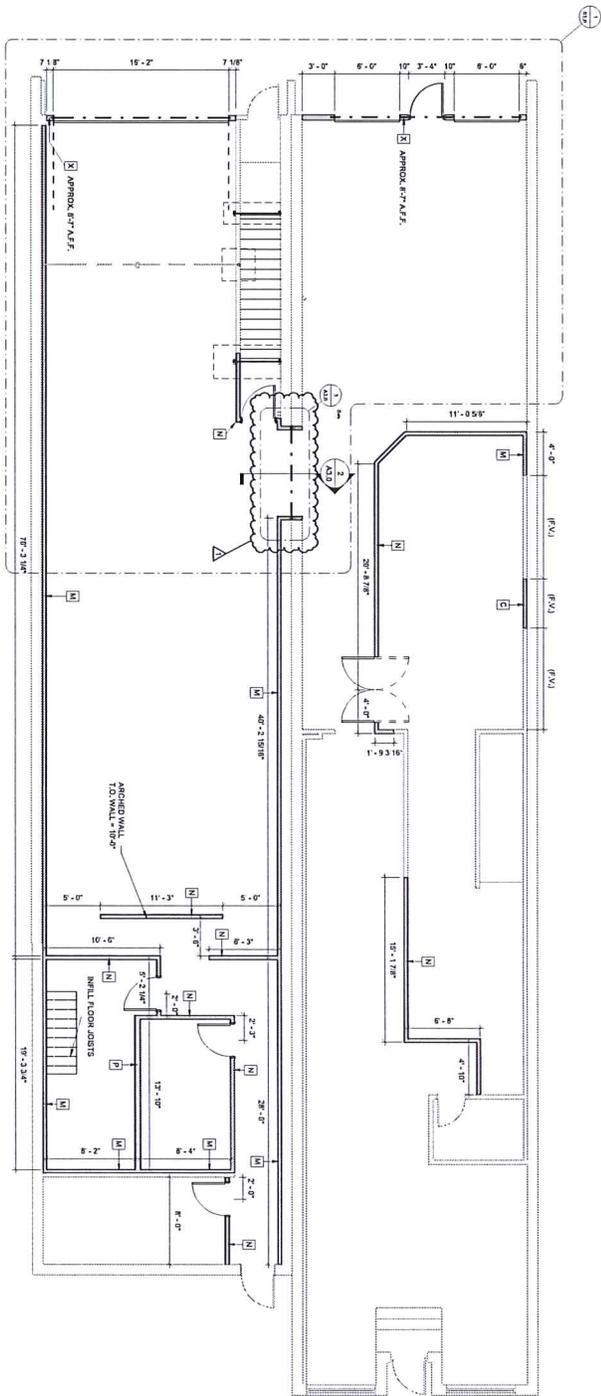
Department	Approve	Deny	By	Reason
Comm. Dev.	11/6		Lindsey Smith	SUP #11-23 Approved 11/1
Finance				Hold LM 9/27 S.A. #1541, 38
Fire	3/15/24		Derek Henson	Hold - DH 9/27 Hold DM 1/9/24
Health	3/15/24		Michelle Roberts	Hold - MR 9/27 Hold - MR 1/9/24
Inspections	3/15/24		Dan Meissner	Overhead doors removed from plan/reno
Police	10/2		Gadin	

sent
9/27

Hold 1-9
outstanding

S&L <u>10/25/23</u>	Council <u>11/1/23</u>	Date Issued	Exp. Date	License Number
<u>3/20/24</u>	<u>3/20/24</u>			

- 2x4 studs @ 16" O.C.
- ALUMINUM WALLS (ONE SIDE)
- 5/8" GYPSUM BOARD (ONE SIDE)
- 5/8" BATT INSULATION
- 2x4 studs @ 16" O.C.
- 5/8" GYPSUM BOARD (ONE SIDE)
- 5/8" BATT INSULATION
- 2x4 studs @ 16" O.C.
- 5/8" GYPSUM BOARD (ONE SIDE)
- 5/8" BATT INSULATION
- 2x4 studs @ 16" O.C.
- 5/8" GYPSUM BOARD (BOTH SIDES)
- 5/8" BATT INSULATION
- 2x4 studs @ 16" O.C.
- 5/8" GYPSUM BOARD (BOTH SIDES)
- 5/8" BATT INSULATION



FRAMING PLAN
 1/4"=1'-0" SCALE = 3/16" = 1'-0"
 NORTH

PROPOSED BUILDING FOR:
ANTOJITOS MEXICANOS
 APPLETON, WISCONSIN; COUNTY OF: OUTAGAMIE

SCALE VERIFICATION
 ARCHITECT'S RESPONSIBILITY

THIS SET OF FRAMING PLANS IS THE PROPERTY OF BAYLAND BUILDINGS. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. IT IS NOT TO BE REPRODUCED, COPIED, REPRODUCED, OR TRANSMITTED IN ANY FORM OR BY ANY MEANS, ELECTRONIC OR MECHANICAL, INCLUDING PHOTOCOPYING, RECORDING, OR BY ANY INFORMATION STORAGE AND RETRIEVAL SYSTEM, WITHOUT THE WRITTEN PERMISSION OF BAYLAND BUILDINGS. THE USER OF THESE PLANS AGREES TO HOLD BAYLAND BUILDINGS HARMLESS FROM AND AGAINST ALL CLAIMS, DAMAGES, LOSSES AND EXPENSES, INCLUDING REASONABLE ATTORNEY'S FEES, THAT MAY BE ASSERTED AGAINST BAYLAND BUILDINGS BY ANY THIRD PARTY AS A RESULT OF THE USER'S USE OF THESE PLANS.

JOB NUMBER: 23-5353
PROJECT: NICK VAN LANE
EXECUTIVE: (920) 880-9110
DRAWN BY: JRG
DATE: 05/02/2023
REVISIONS:
 1 05/10/23 JRG

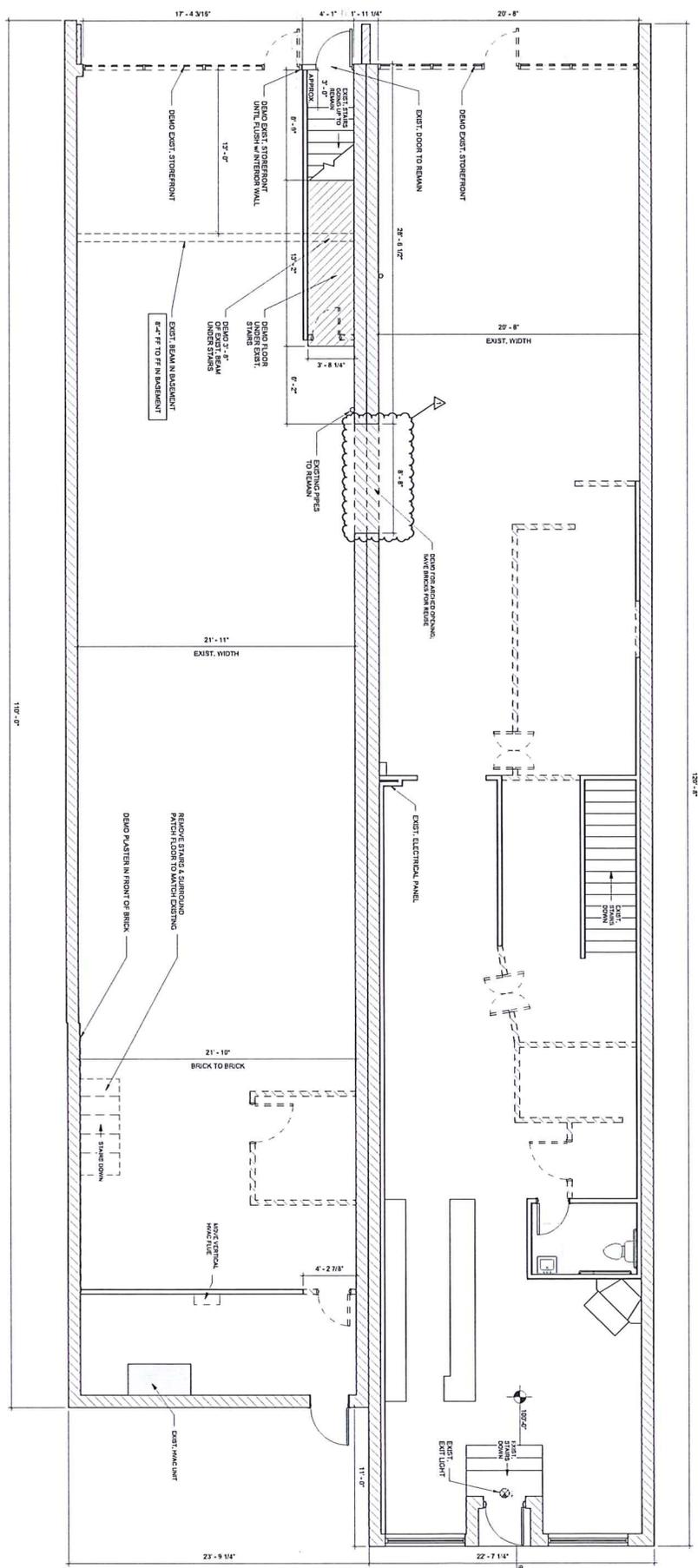
ISSUED FOR: CHECKED **DN**
 BY:
 PRELIMINARY
 NO SET
 DESIGN REVIEW
 CHECKSET
 CONSTRUCTION

FRAMING PLAN - OVERALL

PROPOSED BUILDING FOR:
ANTOJITOS MEXICANOS
 APPLETON, WISCONSIN; COUNTY OF: OUTAGAMIE

SCALE VERIFICATION
 DRAWN BY: JRG

JOB NUMBER: 232553
PROJECT: NICK VAN LANEN
DESIGNER: (920) 860-8110
DRAWN BY: JRG
DATE: 05/02/2023
REVISIONS:
 1 05/10/23 JRG



FLOOR PLAN - EXISTING/DEMO
 1/4" = 1'-0"



ISSUED FOR: CHECKED DA
 BY:
 PRELIMINARY
 BID SET
 DESIGN REVIEW
 CHECKSET
 CONSTRUCTION
FLOOR PLAN - EXISTING/DEMO

A1.0

**CITY OF APPLETON
RESOLUTION FOR SPECIAL USE PERMIT #11-23
RESTAURANT AND SIDEWALK CAFE WITH ALCOHOL
204 & 206 E. COLLEGE AVENUE**

WHEREAS, FA & VB, LLC, owner; Antojitos Mexicanos, LLC, applicant, has applied for a Special Use Permit to expand an existing restaurant and sidewalk café with alcohol sales and consumption located at 204 & 206 E. College Avenue, also identified as Parcel Number 31-2-0313-00; and

WHEREAS, the proposed restaurant and sidewalk café with alcohol sales and consumption is located in the CBD Central Business District, and the proposed use may be permitted by Special Use Permit within this zoning district pursuant to Chapter 23 of the Municipal Code; and

WHEREAS, the City of Appleton Plan Commission held a public hearing on October 25, 2023 on Special Use Permit #11-23, at which all those wishing to be heard were allowed to speak or present written comments and other materials at the public hearing; and

WHEREAS, the City of Appleton Plan Commission has reviewed and considered the Community and Economic Development Department's staff report and recommendation, as well as other spoken and written evidence and testimony presented at the public hearing; and

WHEREAS, the City of Appleton Plan Commission reviewed the standards for granting a Special Use Permit under Sections 23-66(e)(1-8) of the Municipal Code; and

WHEREAS, the City of Appleton Plan Commission reviewed the standards for imposing conditions on the Special Use Permit under Section 23-66(c)(5) of the Municipal Code, and forwarded Special Use Permit #11-23 to the City of Appleton Common Council with a favorable conditional or not favorable (CIRCLE ONE) recommendation; and

WHEREAS, the City of Appleton Common Council has reviewed the report and recommendation of the City of Appleton Plan Commission at their meeting on November 1, 2023.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED AND ORDERED by the Common Council, based on Community and Economic Development Department's staff report and recommendation, as well as other spoken and written evidence and testimony presented at the public hearing and Common Council meeting, and having considered the recommendation of the City Plan Commission, that the Common Council:

1. Determines all standards listed under Sections 23-66(e)(1-8) of the Municipal Code are found in the affirmative YES or NO (CIRCLE ONE)
2. If NO, the City of Appleton Common Council hereby denies Special Use Permit #11-23 to expand an existing restaurant and sidewalk cafe with alcohol sales and consumption located at 204 & 206 E. College Avenue, also identified as Parcel Number 31-2-0313-00, based upon the following standards and determinations: (List reason(s) why the Special Use Permit was denied)

3. If YES, the City of Appleton Common Council hereby approves Special Use Permit #11-23 to expand an existing restaurant and sidewalk café with alcohol sales and service located at 204 & 206 E. College Avenue, also identified as Parcel Number 31-2-0313-00, subject to the following conditions as they are related to the purpose of the City of Appleton Municipal Code and based on substantial evidence:

CONDITIONS OF APPROVAL FOR SPECIAL USE PERMIT #11-23:

- A. The applicant shall receive approval of a Liquor License premise amendment from the City Clerk prior to serving or consuming alcohol in the expanded interior area and new outdoor area.
 - B. The use shall conform to the standards established in Chapter 9, Article III, Alcoholic Beverages, of the Appleton Municipal Code.
 - C. The site shall be kept free of litter and debris.
 - D. All Zoning, Building, Fire, Engineering, Utility and other Municipal Codes, and all applicable State and Federal laws shall be complied with.
 - E. The serving and consumption of alcohol is limited to the area identified on the attached development plan and floor plan drawings. Any expansions of the special use, changes to the development plan(s), plan of operation or any conditions of approval may require a major or minor amendment request to this Special Use Permit pursuant to Section 23-66(g) of the Zoning Ordinance. Contact the Community and Economic Development Department to discuss any proposed changes.
4. The City Clerk's Office is hereby directed to give a copy of this resolution to the owner/applicant, Community and Economic Development Department, Inspections Division, and any other interested party.

Adopted this 1st day of November, 2023.



Jacob A. Woodford, Mayor

ATTEST:



Kami Lynch, City Clerk

PLAN OF OPERATION AND LOCATIONAL INFORMATION

Business Information:

Name of business: Antojitos Mexicanos, LLC

Years in operation: 15

(Check applicable proposed business activity(s) proposed for the premises)

- Restaurant
- Tavern/Night Club/Wine Bar
- Painting/Craft Studio
- Microbrewery/Brewpub (manufacturing a total of not more than 310,000 U.S. gallons of fermented malt beverages per calendar year)
- Brewery (manufacturing a total of more than 310,000 U.S. gallons of fermented malt beverages per calendar year)
- Winery (manufacturing of wine)
- Craft-Distillery (manufacturing a total of not more than 100,000 proof gallons of intoxicating liquor per calendar year)
- Distillery (manufacturing a total of more than 100,000 proof gallons of intoxicating liquor per calendar year)
- Tasting room offering fermented malt beverages, wine or intoxicating liquor for consumption and/or retail sales on the premises where the fermented malt beverages, wine or intoxicating liquor is manufactured and/or at an off-premises location associated with premises. Tasting rooms may include food sales.
- Other _____

Detailed explanation of proposed business activities:

~~The proposed use is restaurant/bar. The renovation will include installation of garage doors along College Avenue. Temporary fencing and railing will be placed along the property line when opening the garage doors to restrict customers from walking in and out.~~

removed

Existing gross floor area of building/tenant space, including outdoor spaces:

(square feet) 2,752 sq. ft.

Proposed gross floor area of building/tenant space, including outdoor spaces:

(square feet) 5,546 sq. ft.

Occupancy Limits:

Maximum number of persons permitted to occupy the building or tenant space as determined by the International Building Code (IBC) or the International Fire Code (IFC), whichever is more restrictive: 249 or less persons.

Proposed Hours of Operation for Indoor Uses:

Day	From	To
Monday thru Thursday	11:00 am	10:00 pm
Friday	11:00 am	12:00 am
Saturday	11:00 am	12:00 am
Sunday	Closed	Closed

Production/Storage Information:

(Check applicable proposed business activity(s) proposed for the premises)

- Current production of fermented malt beverages: _____ U.S. gallons per year
- Proposed production of fermented malt beverages: _____ U.S. gallons per year
- Current production of wine: _____ U.S. gallons per year
- Proposed production of wine: _____ U.S. gallons per year
- Current production of intoxicating liquor: _____ proof gallons per year
- Proposed production of intoxicating liquor: _____ proof gallons per year
- None. If none, leave the following two storage questions blank.

Identify location of grains and/or juice, grapes, other fruits or other agricultural product storage and type of storage container(s) used:

Identify the storage location of spent grains and/or grapes, other fruits or other agricultural products and type of storage container(s) used:

Outdoor Space Uses:

(Check applicable outdoor space uses)

- Patio
- Deck
- Sidewalk Café
- Other _____.
- None. If none, leave the following questions in this section blank.

Size: 117 sq. ft. sidewalk cafe square feet

Type of materials used and height of material to enclose the perimeter of the outdoor space:

- Fencing Landscaping Other _____ Height _____ feet

Is there any alcohol consumption incorporated within the outdoor facility? Yes No

If yes, please describe:

Serving drinks to customers at the tables within the amenity strip. The patio is a potential future expansion located on private property at the NE corner of the site adjacent to Johnston Street. The potential patio area is 253 sq. ft.

Are there plans for outdoor music/entertainment? Yes No

If yes, describe how the noise will be controlled:

Is there any food service incorporated in this outdoor facility proposal? Yes No

Proposed Hours of Operation for Outdoor Space:

Day	From	To
Monday thru Thursday	11:00 am	9:00 pm
Friday	11:00 am	9:00 pm
Saturday	11:00 am	9:00 pm
Sunday	Closed	Closed

NOTE: Hours of Operation for Outdoor Uses (Sidewalk Café with Alcohol):

*******Municipal Code Section 9-262(b)(4): The permit holder can begin serving alcoholic beverages in the sidewalk café at 4:00 p.m. Monday through Friday and 11:00 a.m. on Saturday and Sunday. All alcoholic beverages must be removed from the sidewalk café by 9:30 p.m.**

Describe Any Potential Noise Emanating From the Proposed Use:

Describe the noise levels anticipated from all equipment or other mechanical sources:
Normal restaurant music volume with occasional indoor live music.

Describe how the crowd noise will be controlled inside and outside the building:
The employees will handle the crowd noise.

Off-Street Parking:

Number of spaces existing on-site: 0

Number of spaces proposed on-site: 0

Street Access:

Is street access to the subject property adequate or are any street improvements, such as a new turning lane, necessary to minimize impacts on traffic flow?

No

Other Licensed Premises:

The number of licensed premises within the immediate geographic area of the proposed location will be considered in order to avoid an undue concentration that may have the potential of creating public safety problems or deterring neighborhood development.

List nearby licensed premises:

Number of Employees:

Number of existing employees: 20

Number of proposed employees: 35

Number of employees scheduled to work on the largest shift: 20



Alcohol License Premises Amendment Request Form

CASH OR CHECK ONLY!

Please allow 4 weeks for application processing

FEES ARE NON-REFUNDABLE

Date Rec'd FEB 29 2024

License Fee - \$10.00/event
(CLCAGP)

Total \$ 10.00

Receipt #: 6118-02

SECTION 1 - ESTABLISHMENT INFORMATION

Name of Establishment <u>Appleton Axe Throwing</u>	Establishment Phone Number <u>920-257-4358</u>
Address of Establishment <u>1400 West College Avenue Suite B1</u>	
Agent Name <u>Patrick Van Abel</u>	Agent Phone Number (Required)

SECTION 2 - PREMISES AMENDMENT - A drawing/diagram of the proposed area must be submitted with this application

Is this Premises Amendment Permanent? YES NO

Please describe the change in Premises: We took over a space next to original location (3500 sq feet) by taking down a partition wall separating the two. By doing so we added approximately 2700 additional sq feet of space. Mostly to add additional Entertainment spaces/games and bathrooms, taking up the majority

If temporary, please specify the reason for the amendment:

If temporary, please list the date(s) and time(s) that this premises amendment will be utilized:

SECTION 3 - PENALTY NOTICE

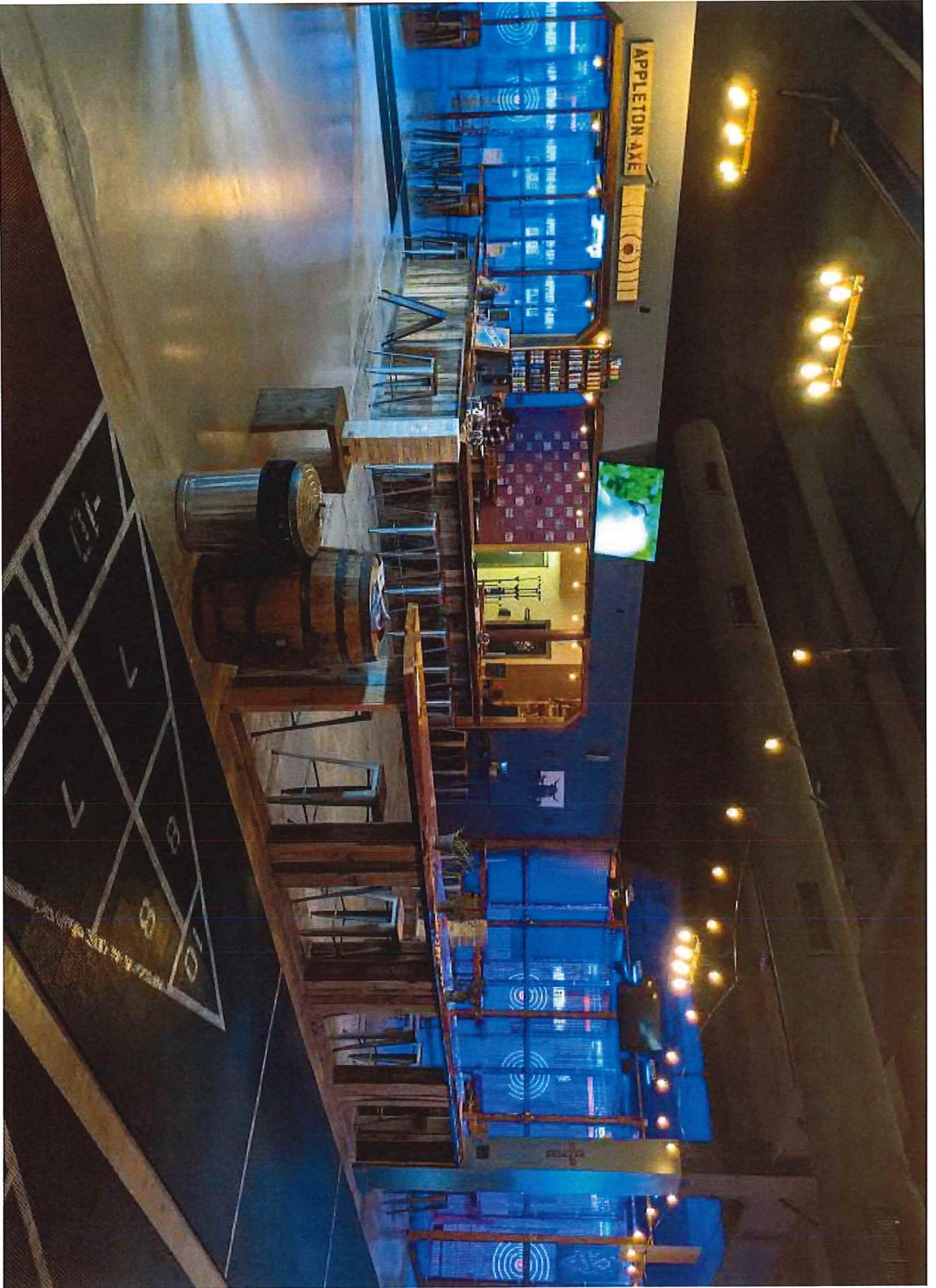
I certify that I am familiar with Section 9-52 of the Municipal Code of the City of Appleton and agree that any license granted under this application may be suspended for cause at any time by the Common Council.

Under penalty of law, I swear that the information provided in this application is true and correct to the best of my knowledge and belief.

Signature of Applicant: [Signature] Date: 2-29-24

FOR OFFICE USE ONLY

Department	Approve	Deny	Staff Member	Reason
Police				
Fire				
Health				
Community Development				
Inspections				
Finance				
Safety and Licensing Date: <u>3-13-24</u>	Recommendation:		Common Council Date:	Recommendation:
Date sent for Review <u>MAR. 1. 2. 2024</u>	Date Approved	Date Issued	Expiration Date	License Number

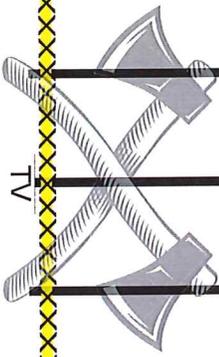


Escape Room - Heist

Bathroom

Bathroom

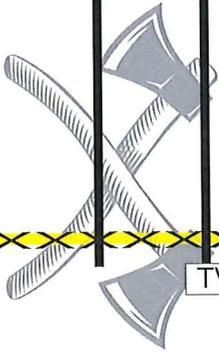
Axe Shop - Team Members



TV

Bathroom

Bathroom



TV

TV

TV

TV

Beer Bar
- Canned/Bottle
- Soda/Water
- Variety

Yard & Other Games
Seating/table top games
Additional Space/Events
* Customizable!

* Yard Games
- Corn hole &
more!

*Deck Shuffle Board Lane #1

*Deck Shuffle Board Lane #2

Projector Screen



FOR CLERKS ONLY	
Municipality	Appleton
License Period	2023-2024

Form
CTV-100

Cigarette, Tobacco, and Electronic Vaping Device Retail License Application

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietor) THAPA PETROLEUM LLC			
2. Business Trade Name or DBA Kedaar LLC / APPLETON CLARK			
3. FEIN		4. Wisconsin Seller's Permit Number 456-703159696-02	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation			
6. State of Organization Wisconsin		7. Date of Organization 02/05/2024	8. Wisconsin DFI Registration Number
9. Premises Address (do not use PO Box) 1200 W Wisconsin Ave			
10. City Appleton		11. State WI	12. Zip Code 54914
13. County Outagamie	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: Appleton		15. Aldermanic District 12
16. Mailing Address (if different from premises address)			
17. City		18. State	19. Zip Code
20. Premises Phone 920-882-9829		21. Premises Email thapapr2017@gmail.com	22. Website
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. <div style="text-align: center; font-family: cursive; font-size: 1.2em;"> <p>This is Convenience store I am sold selling Cig and vape behind counter and liquor sale from shelves.</p> </div>			

Part B: Questions	
1. What products will be sold at this business location? (check all that apply) <input checked="" type="checkbox"/> Cigarettes <input checked="" type="checkbox"/> Tobacco Products <input checked="" type="checkbox"/> Electronic Vaping Devices	
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply) <input checked="" type="checkbox"/> Over the counter <input type="checkbox"/> Vending machine	
3. Is the applicant business owned by another business entity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers. 3a. Name of Parent Company: _____ 3b. FEIN of Parent Company: _____	

Part C: Individual Information

An Individual Questionnaire, Form CTV-101, must be completed and attached to this application for each person involved in the applicant business and any parent company indicated in Part B. Such persons include: sole proprietor, all officers and agents of a corporation, all partners of a partnership, and all members and agents of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
THAPA	GRANESH	Owner	

Part D: Attestation

One of the following must sign and attest to this application:

- sole proprietor
- one general partner of a partnership
- one corporate officer
- one managing member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will only purchase cigarettes, tobacco, and vapor products from distributors, jobbers, or subjobbers permitted by the Wisconsin Department of Revenue, unless I also hold the proper distributor's permit and pay all applicable excise taxes.
- I will not purchase or exchange products from another retailer, including transferring existing stock to a new owner.
- I will provide tobacco sales training that has been approved by the Wisconsin Department of Health Services to my employees. (<https://witobaccocheck.org>).
- I will not sell single cigarettes.
- I will not sell, give, or otherwise provide cigarettes, tobacco, or any nicotine products to minors.
- I will keep product invoices on the licensed premises for two years and ensure the records are available for inspection by law enforcement. Failure to comply with this will result in criminal penalties, including loss of inventory.
- I will not sell cigarettes or roll-your-own (RYO) tobacco products unless listed on the Wisconsin Department of Justice's directory of certified tobacco manufacturers and brands.

Further, under penalty provided by law, I state that this application has been truthfully answered to the best of my knowledge. I agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Signature 	Date 02-28-24
Name (Last, First, M.I.) Granesh Bahadur Thapa	
Title Owner	Email, Phone

Part E: For Clerk Use Only

Date application was filed with clerk 02/28/2024	Date license issued	Date license expires	License number
License fees	Signature of Clerk/Deputy Clerk		

Form CTV-100

Cigarette, Tobacco, and Electronic Vaping Device Retail License Application

Part A: Premises/Business Information

1. Legal Business Name (individual name if sole proprietor)
Top Dogz Vape Shop LLC

2. Business Trade Name or DBA
Top Dogz

3. FEIN _____ 4. Wisconsin Seller's Permit Number
1456103162626704

5. Entity Type (check one)
 Sole Proprietor Partnership Limited Liability Company Corporation

6. State of Organization
Wisconsin

7. Date of Organization
2-29-2024

8. Wisconsin DFI Registration Number _____

9. Premises Address (do not use PO Box)
1347 W Wisconsin Ave

10. City
Appleton

11. State
WI

12. Zip Code
54914

13. County
Outagamie

14. Governing Municipality: City Town Village
of: Appleton

15. Aldermanic District
10 *

16. Mailing Address (if different from premises address)
220 Frances St

17. City
Kaukauna

18. State
WI

19. Zip Code
54130

20. Premises Phone
920-850-4574

21. Premises Email
jenny@topdogzvapeshop.com

22. Website
topdogzvapeshop.com

23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible.

Store front is 448 sq feet and Back room is 200 sq feet

Part B: Questions

1. What products will be sold at this business location? (check all that apply)
 Cigarettes Tobacco Products Electronic Vaping Devices

2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply)
 Over the counter Vending machine

3. Is the applicant business owned by another business entity? Yes No
 If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers.

3a. Name of Parent Company: _____

3b. FEIN of Parent Company: _____

Part C: Individual Information

An Individual Questionnaire, Form CTV-101, must be completed and attached to this application for each person involved in the applicant business and any parent company indicated in Part B. Such persons include: sole proprietor, all officers and agents of a corporation, all partners of a partnership, and all members and agents of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Peters	Jennifer	owner	
Williams	Jason	owner	

Part D: Attestation

One of the following must sign and attest to this application:
 • sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will only purchase cigarettes, tobacco, and vapor products from distributors, jobbers, or subjobbers permitted by the Wisconsin Department of Revenue, unless I also hold the proper distributor's permit and pay all applicable excise taxes.
- I will not purchase or exchange products from another retailer, including transferring existing stock to a new owner.
- I will provide tobacco sales training that has been approved by the Wisconsin Department of Health Services to my employees. (<https://witobaccocheck.org>).
- I will not sell single cigarettes.
- I will not sell, give, or otherwise provide cigarettes, tobacco, or any nicotine products to minors.
- I will keep product invoices on the licensed premises for two years and ensure the records are available for inspection by law enforcement. Failure to comply with this will result in criminal penalties, including loss of inventory.
- I will not sell cigarettes or roll-your-own (RYO) tobacco products unless listed on the Wisconsin Department of Justice's directory of certified tobacco manufacturers and brands.

Further, under penalty provided by law, I state that this application has been truthfully answered to the best of my knowledge. I agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Signature <i>Jennifer L Peters</i>	Date 2-29-2024
Name (Last, First, M.I.) Peters, Jennifer, L	
Title owner	Email j.peters@...
Phone	

Part E: For Clerk Use Only

Date application was filed with clerk 3-4-24	Date license issued	Date license expires	License number
License fees	Signature of Clerk/Deputy Clerk		

**Cigarette, Tobacco, and Electronic Vaping
Device Retail License Application**

FOR CLERKS ONLY	
Municipality	Appleton
License Period	2023-2024

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietor) <i>INDIANHEAD OIL CO. LLC</i>			
2. Business Trade Name or DBA <i>CIRCLE K # 2746526</i>			
3. FEIN		4. Wisconsin Seller's Permit Number <i>456-0000432420-04</i>	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation			
6. State of Organization <i>WI</i>		7. Date of Organization <i>9/17/1964</i>	8. Wisconsin DFI Registration Number
9. Premises Address (do not use PO Box) <i>1935 E CALUMET ST</i>			
10. City <i>APPLETON</i>		11. State <i>WI</i>	12. Zip Code <i>54915</i>
13. County <i>DUNGAMIE</i>	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: <i>APPLETON</i>		15. Aldermanic District <i>5</i>
16. Mailing Address (if different from premises address) <i>PO BOX 347</i>			
17. City <i>COLUMBUS</i>		18. State <i>WI</i>	19. Zip Code <i>47202</i>
20. Premises Phone <i>920-714-3947</i>		21. Premises Email <i>HOLIDAYLICENSES@HOLIDAYCOMPANIES.COM</i>	22. Website
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. <i>SOLD AT POS - CIGARETTES, TOBACCO, VAPES STORED IN BACKROOM. COLD VAULT (WALK-IN BEER CAVE). FIXTURES ON FLOOR. WINE WALL. BEER PLATFORM. 12' IN LINE LIQUOR - BEER THROUGH. LIQUOR BEHIND POS.</i>			

Part B: Questions
1. What products will be sold at this business location? (check all that apply) <input checked="" type="checkbox"/> Cigarettes <input checked="" type="checkbox"/> Tobacco Products <input checked="" type="checkbox"/> Electronic Vaping Devices
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply) <input checked="" type="checkbox"/> Over the counter <input type="checkbox"/> Vending machine
3. Is the applicant business owned by another business entity? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers. 3a. Name of Parent Company: <i>HOLIDAY STATIONSTONES, LLC</i> 3b. FEIN of Parent Company: _____

Part C: Individual Information

An Individual Questionnaire, Form CTV-101, must be completed and attached to this application for each person involved in the applicant business and any parent company indicated in Part B. Such persons include: sole proprietor, all officers and agents of a corporation, all partners of a partnership, and all members and agents of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
CUNNINGTON	KATHLEEN	PRESIDENT/TREASURER	
BRANT	GARY	V.P. OF OPERATIONS	
DUNCAN	MELISSA	ASSISTANT SEC	

Part D: Attestation

One of the following must sign and attest to this application:

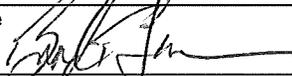
- sole proprietor
- one general partner of a partnership
- one corporate officer
- one managing member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will only purchase cigarettes, tobacco, and vapor products from distributors, jobbers, or subjobbers permitted by the Wisconsin Department of Revenue, unless I also hold the proper distributor's permit and pay all applicable excise taxes.
- I will not purchase or exchange products from another retailer, including transferring existing stock to a new owner.
- I will provide tobacco sales training that has been approved by the Wisconsin Department of Health Services to my employees. (<https://witobaccocheck.org>).
- I will not sell single cigarettes.
- I will not sell, give, or otherwise provide cigarettes, tobacco, or any nicotine products to minors.
- I will keep product invoices on the licensed premises for two years and ensure the records are available for inspection by law enforcement. Failure to comply with this will result in criminal penalties, including loss of inventory.
- I will not sell cigarettes or roll-your-own (RYO) tobacco products unless listed on the Wisconsin Department of Justice's directory of certified tobacco manufacturers and brands.

Further, under penalty provided by law, I state that this application has been truthfully answered to the best of my knowledge. I agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Signature 	Date 3/6/2024
Name (Last, First, M.I.) LARSON BRAD T.	
Title GENERAL MANAGER	Email i
	Phone 1

Part E: For Clerk Use Only

Date application was filed with clerk 03/06/2024	Date license issued	Date license expires	License number
License fees	Signature of Clerk/Deputy Clerk		

Cigarette, Tobacco, and Electronic Vaping Device Retail License Application

FOR CLERKS ONLY	
Municipality	Appleton
License Period	23 - 24

Part A: Premises/Business Information			
1. Legal Business Name (individual name if sole proprietor) Good Nature EVAPOR, LLC			
2. Business Trade Name or DBA			
3. FEIN		4. Wisconsin Seller's Permit Number 456-1028185947-02	
5. Entity Type (check one) <input type="checkbox"/> Sole Proprietor <input type="checkbox"/> Partnership <input checked="" type="checkbox"/> Limited Liability Company <input type="checkbox"/> Corporation			
6. State of Organization Wisconsin		7. Date of Organization 06/10/2013	8. Wisconsin DFI Registration Number
9. Premises Address (do not use PO Box) 420 E Northland Ave, Ste E			
10. City Appleton		11. State WI	12. Zip Code 54911
13. County Outagamie	14. Governing Municipality: <input checked="" type="checkbox"/> City <input type="checkbox"/> Town <input type="checkbox"/> Village of: <u>Appleton</u>		15. Aldermanic District 23 <u>6</u>
16. Mailing Address (if different from premises address)			
17. City		18. State	19. Zip Code
20. Premises Phone (920) 574-2235		21. Premises Email ben@goodnatureevapor.com	22. Website www.goodnatureevapor.com
23. Premises Description - Describe the building or buildings where cigarettes, tobacco products, and electronic vaping devices are to be sold and stored. Describe all rooms including living quarters, if used, for the sales and/or storage of cigarettes, tobacco products, and electronic vaping devices and records. Cigarettes, tobacco products, and electronic vaping devices may be sold and stored ONLY on the premises described in this application. Attach a floor plan if possible. We are located inside of a commercial strip mall. All devices and vapor products are stored in cabinets behind our counter and away from customer access. <i>Approximately 1400 sqft.</i>			

Part B: Questions	
1. What products will be sold at this business location? (check all that apply) <input type="checkbox"/> Cigarettes <input type="checkbox"/> Tobacco Products <input checked="" type="checkbox"/> Electronic Vaping Devices	
2. How will cigarettes, tobacco, and/or electronic vaping devices be sold? (check all that apply) <input checked="" type="checkbox"/> Over the counter <input type="checkbox"/> Vending machine	
3. Is the applicant business owned by another business entity? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No If yes, provide the name and FEIN of the parent company below, identify parent company members in Part C, and attach Form CTV-101 for all of the parent company's members, partners, or officers. 3a. Name of Parent Company: _____ 3b. FEIN of Parent Company: _____	

Part C: Individual Information

An Individual Questionnaire, Form CTV-101, must be completed and attached to this application for each person involved in the applicant business and any parent company indicated in Part B. Such persons include: sole proprietor, all officers and agents of a corporation, all partners of a partnership, and all members and agents of a limited liability company.

List the full name, title, and phone number for each person below. Attach additional sheets if necessary.

Last Name	First Name	Title	Phone
Grothe	Benjamin	Owner	

Part D: Attestation

One of the following must sign and attest to this application:

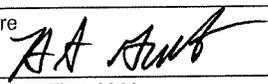
- sole proprietor • one general partner of a partnership • one corporate officer • one managing member of an LLC

READ CAREFULLY BEFORE SIGNING:

I understand and agree to the following:

- I will only purchase cigarettes, tobacco, and vapor products from distributors, jobbers, or subjobbers permitted by the Wisconsin Department of Revenue, unless I also hold the proper distributor's permit and pay all applicable excise taxes.
- I will not purchase or exchange products from another retailer, including transferring existing stock to a new owner.
- I will provide tobacco sales training that has been approved by the Wisconsin Department of Health Services to my employees. (<https://witobaccocheck.org>).
- I will not sell single cigarettes.
- I will not sell, give, or otherwise provide cigarettes, tobacco, or any nicotine products to minors.
- I will keep product invoices on the licensed premises for two years and ensure the records are available for inspection by law enforcement. Failure to comply with this will result in criminal penalties, including loss of inventory.
- I will not sell cigarettes or roll-your-own (RYO) tobacco products unless listed on the Wisconsin Department of Justice's directory of certified tobacco manufacturers and brands.

Further, under penalty provided by law, I state that this application has been truthfully answered to the best of my knowledge. I agree to operate this business according to law and that the rights and responsibilities conferred by the license(s), if granted, cannot be assigned to another. Any lack of access to any portion of a licensed premises during inspection will be deemed a refusal to permit inspection. Such refusal is a misdemeanor and grounds for revocation of this license. Any person who knowingly provides materially false information on this application may be required to forfeit not more than \$1,000.

Signature 	Date 03/08/2024	
Name (Last, First, M.I.) Grothe Benjamin S		
Title Owner	Email -	Phone

Part E: For Clerk Use Only

Date application was filed with clerk 3 - 8 - 2024	Date license issued	Date license expires	License number
License fees	Signature of Clerk/Deputy Clerk		

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: **Finance Committee**
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:
Unit G-24 Southpoint Commerce Park Sewer & Water, Grade & Gravel

Be awarded to:

Name: Carl Bowers & Sons Construction Co
Address: N1844 Maloney Rd
Kaukauna, WI 54130

In the amount of : \$2,301,282.52
With a 2.8 % contingency of : \$65,000.00
For a project total not to exceed : \$2,366,282.52

**** OR ****

In an amount Not To Exceed : _____

Budget: \$2,666,394.00
Estimate: \$3,000,000.00
Committee Date: 03/11/24
Council Date: 03/20/24

Section Title	Line Item	Item Description	UoM	Quantity	Carl Bowers & Sons Const. Co., In		Don Hetpas and Sons Inc.		MCC, Inc.		Robert Immel Excavating		David Tenor Corporation		Dorner Inc.		Jossart Brothers, Inc.		PTS Contractors, Unit Price	
					Unit Price	Extension \$2,301,282.52	Unit Price	Extension \$2,302,352.75	Unit Price	Extension \$2,321,353.62	Unit Price	Extension \$2,338,198.34	Unit Price	Extension \$2,341,866.61	Unit Price	Extension \$2,345,064.40	Unit Price	Extension \$2,369,742.76		
	1	F&I 10" PVC SANITARY SEWER MAIN	L.F.	3,217.50	\$50.00	\$160,875.00	\$45.50	\$146,396.25	\$45.00	\$144,787.50	\$42.90	\$138,030.75	\$52.00	\$167,310.00	\$45.00	\$144,787.50	\$44.00	\$141,570.00	\$54.00	\$180.00
	2	F&I 15"x10" ECCENTRIC PVC ADAPTOR	EA.	1	\$1,500.00	\$1,500.00	\$656.50	\$656.50	\$3,389.00	\$3,389.00	\$1,295.00	\$1,295.00	\$765.00	\$765.00	\$3,389.00	\$3,389.00	\$1,000.00	\$1,000.00	\$1,800.00	\$1,800.00
	3	F&I 48" DIAMETER SANITARY MANHOLE	V.F.	153	\$500.00	\$76,580.00	\$430.00	\$65,858.80	\$444.00	\$68,003.04	\$430.00	\$65,858.80	\$410.00	\$62,795.60	\$444.00	\$68,003.04	\$450.00	\$68,922.00	\$577.00	\$577.00
	4	F&I SANITARY MANHOLE SEALS	EA.	4	\$500.00	\$2,000.00	\$480.00	\$1,920.00	\$464.00	\$1,856.00	\$675.00	\$2,700.00	\$522.00	\$2,088.00	\$464.00	\$1,856.00	\$550.00	\$2,200.00	\$550.00	\$550.00
	5	F&I 16" WATER MAIN	L.F.	10	\$250.00	\$2,500.00	\$141.40	\$1,414.00	\$145.00	\$1,450.00	\$160.00	\$1,600.00	\$146.00	\$1,460.00	\$145.00	\$1,450.00	\$100.00	\$1,000.00	\$308.00	\$308.00
	6	F&I 12" WATER MAIN	L.F.	5,830.50	\$63.00	\$367,321.50	\$81.50	\$475,185.75	\$71.00	\$413,965.50	\$74.00	\$431,457.00	\$78.00	\$454,779.00	\$71.00	\$413,965.50	\$73.00	\$425,626.50	\$73.00	\$73.00
	7	F&I 6" HYDRANT LEAD	L.F.	123	\$50.00	\$6,150.00	\$58.60	\$7,207.80	\$43.00	\$5,289.00	\$60.00	\$7,380.00	\$50.00	\$6,150.00	\$43.00	\$5,289.00	\$70.00	\$8,610.00	\$108.00	\$108.00
	8	F&I HYDRANTS	EA.	12	\$5,500.00	\$66,000.00	\$5,480.00	\$65,760.00	\$5,733.00	\$68,796.00	\$5,280.00	\$63,360.00	\$5,540.00	\$66,480.00	\$5,733.00	\$68,796.00	\$5,650.00	\$67,800.00	\$5,465.00	\$5,465.00
	9	F&I 12" WATER VALVE	EA.	14	\$4,800.00	\$67,200.00	\$4,318.00	\$60,452.00	\$4,803.00	\$67,242.00	\$4,690.00	\$65,660.00	\$4,525.00	\$63,350.00	\$4,803.00	\$67,242.00	\$5,000.00	\$70,000.00	\$4,525.00	\$4,525.00
	10	F&I 6" WATER VALVE	EA.	12	\$2,100.00	\$25,200.00	\$1,700.00	\$20,400.00	\$1,823.00	\$21,876.00	\$1,820.00	\$21,840.00	\$1,775.00	\$21,300.00	\$1,823.00	\$21,876.00	\$1,900.00	\$22,800.00	\$1,725.00	\$1,725.00
	11	F&I 16" X12" WATER MAIN TEE	EA.	1	\$2,900.00	\$2,900.00	\$2,560.00	\$2,560.00	\$2,702.00	\$2,702.00	\$3,485.00	\$3,485.00	\$2,815.00	\$2,815.00	\$2,702.00	\$2,702.00	\$2,750.00	\$2,750.00	\$2,580.00	\$2,580.00
	12	F&I 12" X12" WATER MAIN TEE	EA.	3	\$1,800.00	\$5,400.00	\$1,460.00	\$4,380.00	\$1,519.00	\$4,557.00	\$1,820.00	\$5,460.00	\$1,645.00	\$4,935.00	\$1,519.00	\$4,557.00	\$1,475.00	\$4,425.00	\$1,440.00	\$1,440.00
	13	F&I 12" X6" WATER MAIN TEE	EA.	11	\$1,100.00	\$12,100.00	\$1,111.00	\$12,221.00	\$1,123.00	\$12,353.00	\$1,135.00	\$12,485.00	\$1,200.00	\$13,200.00	\$1,123.00	\$12,353.00	\$1,075.00	\$11,825.00	\$1,120.00	\$1,120.00
	14	F&I 12" 45 DEGREE BEND	EA.	30	\$1,000.00	\$30,000.00	\$1,035.00	\$31,050.00	\$955.00	\$28,650.00	\$885.00	\$26,550.00	\$920.00	\$27,600.00	\$955.00	\$28,650.00	\$925.00	\$27,750.00	\$922.00	\$922.00
	15	F&I 12" X6" REDUCER	EA.	1	\$1,000.00	\$1,000.00	\$707.00	\$707.00	\$617.00	\$617.00	\$715.00	\$715.00	\$650.00	\$650.00	\$617.00	\$617.00	\$600.00	\$600.00	\$645.00	\$645.00
	16	F&I 12" WATER MAIN PLUG	EA.	1	\$800.00	\$800.00	\$405.00	\$405.00	\$328.00	\$328.00	\$445.00	\$445.00	\$300.00	\$300.00	\$328.00	\$328.00	\$350.00	\$350.00	\$393.00	\$393.00
	17	F&I 16" WATER MAIN REPAIR SLEEVES	EA.	2	\$2,000.00	\$4,000.00	\$1,838.00	\$3,676.00	\$1,718.00	\$3,436.00	\$2,325.00	\$4,650.00	\$1,625.00	\$3,250.00	\$1,718.00	\$3,436.00	\$1,750.00	\$3,500.00	\$1,736.00	\$1,736.00
	18	FURNISH CONNECTION TO 16" WATER MAIN ON MIDW	L.S.	1	\$15,000.00	\$15,000.00	\$8,484.00	\$8,484.00	\$14,025.00	\$14,025.00	\$17,850.00	\$17,850.00	\$14,000.00	\$14,000.00	\$14,025.00	\$14,025.00	\$7,500.00	\$7,500.00	\$1,737.00	\$1,737.00
	19	F&I 60" RCP STORM SEWER	L.F.	86	\$290.00	\$24,940.00	\$263.00	\$22,618.00	\$275.00	\$23,650.00	\$300.00	\$25,800.00	\$259.00	\$22,274.00	\$275.00	\$23,650.00	\$300.00	\$25,800.00	\$285.00	\$285.00
	20	F&I 48" RCP STORM SEWER	L.F.	86	\$225.00	\$19,350.00	\$191.50	\$16,469.00	\$182.00	\$15,652.00	\$209.00	\$17,974.00	\$177.00	\$15,222.00	\$182.00	\$15,652.00	\$225.00	\$19,350.00	\$205.00	\$205.00
	21	F&I 43" X68" HE RCP STORM SEWER	L.F.	146	\$270.00	\$39,420.00	\$219.70	\$32,076.20	\$232.00	\$33,872.00	\$253.50	\$37,011.00	\$235.00	\$34,310.00	\$232.00	\$33,872.00	\$250.00	\$36,500.00	\$255.00	\$255.00
	22	F&I 36" RCP STORM SEWER	L.F.	176	\$105.00	\$18,450.00	\$116.50	\$20,480.70	\$106.00	\$18,634.80	\$119.50	\$21,008.10	\$107.00	\$18,810.60	\$106.00	\$18,634.80	\$130.00	\$22,854.00	\$103.00	\$103.00
	23	F&I 30" RCP STORM SEWER	L.F.	1,913.50	\$85.00	\$162,647.50	\$84.84	\$162,341.34	\$81.00	\$154,993.50	\$88.60	\$169,536.10	\$83.00	\$158,820.50	\$81.00	\$154,993.50	\$77.00	\$147,339.50	\$80.00	\$80.00
	24	F&I 24" RCP STORM SEWER	L.F.	1,532.00	\$62.00	\$94,984.00	\$63.00	\$96,516.00	\$57.00	\$87,324.00	\$65.15	\$99,809.80	\$65.00	\$99,580.80	\$57.00	\$87,324.00	\$57.00	\$87,324.00	\$58.00	\$58.00
	25	F&I 18" RCP STORM SEWER	L.F.	500	\$50.00	\$24,975.00	\$50.20	\$25,074.90	\$42.00	\$20,979.00	\$50.75	\$25,349.63	\$52.00	\$26,010.00	\$42.00	\$20,979.00	\$45.00	\$22,477.50	\$44.00	\$44.00
	26	F&I 12" PVC STORM SEWER	L.F.	341	\$54.00	\$18,414.00	\$57.47	\$19,597.27	\$59.00	\$20,119.00	\$65.00	\$22,165.00	\$57.00	\$19,437.00	\$59.00	\$20,119.00	\$50.00	\$17,050.00	\$80.00	\$80.00
	27	F&I 60" RCP ENDWALLS	EA.	2	\$3,700.00	\$7,400.00	\$3,900.00	\$7,800.00	\$3,844.00	\$7,688.00	\$4,100.00	\$8,200.00	\$3,300.00	\$6,600.00	\$3,844.00	\$7,688.00	\$4,000.00	\$8,000.00	\$3,860.00	\$3,860.00
	28	F&I 48" RCP ENDWALLS	EA.	2	\$3,100.00	\$6,200.00	\$3,156.00	\$6,312.00	\$3,072.00	\$6,144.00	\$3,385.00	\$6,770.00	\$2,700.00	\$5,400.00	\$3,072.00	\$6,144.00	\$3,200.00	\$6,400.00	\$3,210.00	\$3,210.00
	29	F&I 43" X68" HE RCP ENDWALLS	EA.	2	\$3,700.00	\$7,400.00	\$3,900.00	\$7,800.00	\$3,808.00	\$7,616.00	\$4,070.00	\$8,140.00	\$3,310.00	\$6,620.00	\$3,808.00	\$7,616.00	\$4,000.00	\$8,000.00	\$6,155.00	\$6,155.00
	30	F&I 36" RCP ENDWALLS	EA.	3	\$2,500.00	\$7,500.00	\$2,475.00	\$7,425.00	\$2,416.00	\$7,248.00	\$2,800.00	\$8,400.00	\$2,120.00	\$6,360.00	\$2,416.00	\$7,248.00	\$2,600.00	\$7,800.00	\$2,345.00	\$2,345.00
	31	F&I 30" RCP ENDWALLS	EA.	2	\$1,800.00	\$3,600.00	\$1,970.00	\$3,940.00	\$1,839.00	\$3,678.00	\$2,300.00	\$4,600.00	\$1,675.00	\$3,350.00	\$1,839.00	\$3,678.00	\$2,100.00	\$4,200.00	\$1,710.00	\$1,710.00
	32	F&I 24" RCP ENDWALLS	EA.	2	\$1,700.00	\$3,400.00	\$1,610.00	\$3,220.00	\$1,560.00	\$3,120.00	\$1,700.00	\$3,400.00	\$1,500.00	\$3,000.00	\$1,560.00	\$3,120.00	\$1,800.00	\$3,600.00	\$1,475.00	\$1,475.00
	33	F&I 96" DIAMETER STORM MANHOLE	V.F.	8	\$1,400.00	\$11,018.00	\$1,386.00	\$10,907.82	\$1,518.00	\$11,946.66	\$1,465.00	\$11,529.55	\$1,350.00	\$10,624.50	\$1,518.00	\$11,946.66	\$1,560.00	\$12,277.20	\$1,730.00	\$1,730.00
	34	F&I 84" DIAMETER STORM MANHOLE	V.F.	6	\$1,300.00	\$7,800.00	\$1,262.00	\$7,395.32	\$1,416.00	\$8,297.76	\$1,400.00	\$8,200.00	\$1,280.00	\$7,500.80	\$1,416.00	\$8,297.76	\$1,520.00	\$8,907.20	\$1,620.00	\$1,620.00
	35	F&I 72" DIAMETER STORM MANHOLE	V.F.	20	\$900.00	\$18,378.00	\$860.00	\$17,260.00	\$1,027.00	\$20,971.34	\$975.00	\$19,909.50	\$900.00	\$18,561.78	\$1,027.00	\$20,971.34	\$1,060.00	\$21,645.20	\$1,125.00	\$1,125.00
	36	F&I 60" DIAMETER STORM MANHOLE	V.F.	65	\$725.00	\$46,943.75	\$800.00	\$51,800.00	\$878.00	\$56,850.50	\$925.00	\$59,893.75	\$770.00	\$49,857.50	\$878.00	\$56,850.50	\$1,030.00	\$66,692.50	\$640.00	\$640.00
	37	F&I 48" DIAMETER STORM MANHOLE	V.F.	35	\$650.00	\$22,685.00	\$575.00	\$20,067.50	\$684.00	\$23,871.60	\$650.00	\$22,685.00	\$525.00	\$18,322.50	\$684.00	\$23,871.60	\$670.00	\$23,383.00	\$710.00	\$710.00
	38	F&I TYPE "E" INLET W/ TYPE "C" CASTING	EA.	25	\$2,500.00	\$62,500.00	\$2,525.00	\$63,125.00	\$2,778.00	\$69,450.00	\$3,085.00	\$77,125.00	\$2,470.00	\$61,750.00	\$2,778.00	\$69,450.00	\$2,900.00	\$72,500.00	\$2,545.00	\$2,545.00
	39	F&I 18" RCP BELL END PLUG	EA.	1	\$500.00	\$500.00	\$303.00	\$303.00	\$264.00	\$264.00	\$175.00	\$175.00	\$150.00	\$150.00	\$264.00	\$264.00	\$150.00	\$150.00	\$212.00	\$212.00
	40	F&I 12" PVC RIGID REPAIR SLEEVE	EA.	3	\$500.00	\$1,500.00	\$252.50	\$757.50	\$547.00	\$1,641.00	\$390.00	\$1,170.00	\$200.00	\$600.00	\$547.00	\$1,641.00	\$250.00	\$750.00	\$420.00	\$420.00
	41	F&I 12" PVC END CAP	EA.	1	\$500.00	\$500.00	\$187.00	\$187.00	\$412.00	\$412.00	\$175.00	\$175.00	\$200.00	\$200.00	\$412.00	\$412.00	\$175.00	\$175.00	\$275.00	\$275.00
	42	FURNISH INLET REMOVAL	EA.	5	\$500.00	\$2,500.00	\$1,630.00	\$8,150.00	\$402.00	\$2,010.00	\$750.00	\$3,750.00	\$1,600.00	\$8,000.00	\$402.00	\$2,010.00	\$500.00	\$2,500.00	\$230.00	\$230.00
	43	ABANDON / REMOVE EXISTING STORM SEWER	L.S.	1	\$2,500.00	\$2,500.00	\$3,838.00	\$3,838.00	\$1,404.00	\$1,404.00	\$2,700.00	\$2,700.00	\$2,250.00	\$2,250.00	\$1,404.00	\$1,404.00	\$4,000.00	\$4,000.00	\$2,206.00	\$2,206.00
	44	ADJUST EXISTING STORM MH	L.S.	1	\$500.00	\$500.00	\$656.50	\$656.50	\$1,046.00	\$1,046.00	\$1,800.00	\$1,800.00	\$							

Section Title	Line Item	Item Description	UoM	Quantity	Inc Extension	Peters Concrete Company		Calnin & Goss, LLC		Advance Construction Inc.		Kruczek Construction Inc.		DE GROOT, INC.		Vinton Construction Company		Michels Road & Stone, Inc.	
						Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension	Unit Price	Extension
G-24 BASE BID					\$2,375,995.77		\$2,397,334.41		\$2,493,252.15		\$2,493,349.40		\$2,538,548.13		\$2,623,754.75		\$2,776,165.30		\$2,898,682.05
	1	F&I 10" PVC SANITARY SEWER MAIN	L.F.	3,217.50	\$173,745.00	\$48.20	\$155,083.50	\$46.99	\$151,190.33	\$47.50	\$152,831.25	\$44.25	\$142,374.38	\$53.70	\$172,779.75	\$63.90	\$205,598.25	\$67.00	\$215,572.50
	2	F&I 15"x10" ECCENTRIC PVC ADAPTOR	EA.	1	\$1,800.00	\$1,400.00	\$1,400.00	\$1,335.31	\$1,335.31	\$716.00	\$716.00	\$1,300.00	\$1,300.00	\$1,127.16	\$1,127.16	\$1,091.00	\$1,091.00	\$745.00	\$745.00
	3	F&I 48" DIAMETER SANITARY MANHOLE	V.F.	153	\$88,373.32	\$434.00	\$66,471.44	\$426.45	\$65,315.08	\$425.00	\$65,093.00	\$425.00	\$65,093.00	\$500.24	\$76,616.76	\$530.11	\$81,191.65	\$514.00	\$78,724.24
	4	F&I SANITARY MANHOLE SEALS	EA.	4	\$2,200.00	\$600.00	\$2,400.00	\$477.11	\$1,908.44	\$472.00	\$1,888.00	\$628.00	\$2,512.00	\$577.72	\$2,310.88	\$672.00	\$2,688.00	\$750.00	\$3,000.00
	5	F&I 16" WATER MAIN	L.F.	10	\$3,080.00	\$150.00	\$1,500.00	\$146.46	\$1,464.60	\$641.00	\$6,410.00	\$200.00	\$2,000.00	\$232.30	\$2,323.00	\$176.00	\$1,760.00	\$189.00	\$1,890.00
	6	F&I 12" WATER MAIN	L.F.	5,830.50	\$425,626.50	\$74.99	\$437,229.20	\$68.12	\$397,173.66	\$78.50	\$457,694.25	\$76.00	\$443,118.00	\$86.16	\$502,355.88	\$92.25	\$537,863.63	\$98.00	\$571,389.00
	7	F&I 6" HYDRANT LEAD	L.F.	123	\$13,284.00	\$65.75	\$8,057.25	\$75.83	\$9,327.09	\$55.50	\$6,826.50	\$52.00	\$6,396.00	\$52.14	\$6,413.22	\$120.00	\$14,640.00	\$61.00	\$7,503.00
	8	F&I HYDRANTS	EA.	12	\$65,580.00	\$5,735.00	\$68,820.00	\$5,710.51	\$68,526.12	\$5,786.00	\$69,432.00	\$6,170.00	\$74,040.00	\$6,172.11	\$74,065.32	\$5,886.00	\$70,632.00	\$5,021.00	\$60,252.00
	9	F&I 12" WATER VALVE	EA.	14	\$63,350.00	\$4,475.00	\$62,650.00	\$5,242.58	\$73,396.12	\$4,482.00	\$62,748.00	\$5,100.00	\$71,400.00	\$4,920.72	\$68,890.08	\$4,525.00	\$63,350.00	\$4,917.00	\$68,838.00
	10	F&I 6" WATER VALVE	EA.	12	\$20,700.00	\$1,700.00	\$20,400.00	\$2,183.91	\$26,206.92	\$1,700.00	\$20,400.00	\$1,930.00	\$23,160.00	\$1,970.51	\$23,646.12	\$1,810.00	\$21,720.00	\$2,183.00	\$26,196.00
	11	F&I 16" X12" WATER MAIN TEE	EA.	1	\$2,580.00	\$2,650.00	\$2,650.00	\$3,279.95	\$3,279.95	\$2,590.00	\$2,590.00	\$2,985.00	\$2,985.00	\$3,070.40	\$3,070.40	\$4,010.00	\$4,010.00	\$2,773.00	\$2,773.00
	12	F&I 12" X12" WATER MAIN TEE	EA.	3	\$4,320.00	\$1,450.00	\$4,350.00	\$1,734.61	\$5,203.83	\$1,396.00	\$4,188.00	\$1,500.00	\$4,500.00	\$1,753.36	\$5,260.08	\$3,590.00	\$10,770.00	\$2,837.00	\$8,511.00
	13	F&I 12" X6" WATER MAIN TEE	EA.	11	\$12,320.00	\$1,050.00	\$11,550.00	\$1,321.96	\$14,541.56	\$1,036.00	\$11,396.00	\$1,100.00	\$1,100.00	\$1,399.86	\$15,398.46	\$502.00	\$5,522.00	\$1,087.00	\$11,957.00
	14	F&I 12" 45 DEGREE BEND	EA.	30	\$27,660.00	\$1,140.00	\$34,200.00	\$1,155.10	\$34,653.00	\$900.00	\$27,000.00	\$1,200.00	\$36,000.00	\$1,313.00	\$39,390.00	\$960.00	\$28,800.00	\$1,003.00	\$30,090.00
	15	F&I 12" X6" REDUCER	EA.	1	\$645.00	\$750.00	\$750.00	\$1,100.43	\$1,100.43	\$625.00	\$625.00	\$610.00	\$610.00	\$984.75	\$984.75	\$677.00	\$677.00	\$950.00	\$950.00
	16	F&I 12" WATER MAIN PLUG	EA.	1	\$393.00	\$500.00	\$500.00	\$649.95	\$649.95	\$375.00	\$375.00	\$320.00	\$320.00	\$479.75	\$479.75	\$750.00	\$750.00	\$503.00	\$503.00
	17	F&I 16" WATER MAIN REPAIR SLEEVES	EA.	2	\$3,472.00	\$2,000.00	\$4,000.00	\$2,687.66	\$5,375.32	\$1,692.00	\$3,384.00	\$1,935.00	\$3,870.00	\$2,163.42	\$4,326.84	\$2,442.50	\$4,885.00	\$1,205.00	\$2,410.00
	18	FURNISH CONNECTION TO 16" WATER MAIN ON MIDW	L.S.	1	\$1,737.00	\$8,500.00	\$8,500.00	\$2,702.31	\$2,702.31	\$7,000.00	\$7,000.00	\$5,800.00	\$5,800.00	\$6,060.00	\$6,060.00	\$11,265.00	\$11,265.00	\$24,932.00	\$24,932.00
	19	F&I 60" RCP STORM SEWER	L.F.	86	\$24,510.00	\$304.00	\$26,144.00	\$316.55	\$27,223.30	\$325.00	\$27,950.00	\$377.00	\$32,422.00	\$307.39	\$26,435.54	\$303.00	\$26,058.00	\$396.50	\$34,099.00
	20	F&I 48" RCP STORM SEWER	L.F.	86	\$17,630.00	\$204.00	\$17,544.00	\$216.58	\$18,625.88	\$242.00	\$20,812.00	\$250.00	\$28,500.00	\$226.59	\$19,486.74	\$223.00	\$19,178.00	\$289.00	\$24,854.00
	21	F&I 43" X68" HE RCP STORM SEWER	L.F.	146	\$37,230.00	\$249.00	\$36,354.00	\$263.06	\$38,406.76	\$304.00	\$44,384.00	\$400.00	\$58,400.00	\$267.87	\$39,109.02	\$240.40	\$35,098.40	\$304.00	\$44,384.00
	22	F&I 36" RCP STORM SEWER	L.F.	176	\$18,107.40	\$122.00	\$21,447.60	\$135.38	\$23,799.80	\$138.00	\$24,260.40	\$175.00	\$30,765.00	\$139.22	\$24,474.88	\$129.25	\$22,722.15	\$156.50	\$27,512.70
	23	F&I 30" RCP STORM SEWER	L.F.	1,913.50	\$153,080.00	\$83.35	\$159,490.23	\$93.86	\$179,601.11	\$102.00	\$195,177.00	\$113.00	\$216,225.50	\$96.25	\$184,174.38	\$114.40	\$128,904.40	\$127.00	\$243,014.50
	24	F&I 24" RCP STORM SEWER	L.F.	1,532.00	\$88,856.00	\$61.25	\$93,835.00	\$68.12	\$104,359.84	\$76.00	\$116,432.00	\$80.00	\$122,560.00	\$73.03	\$111,881.96	\$91.25	\$119,950.00	\$93.00	\$142,476.00
	25	F&I 18" RCP STORM SEWER	L.F.	500	\$21,978.00	\$49.15	\$24,550.43	\$43.85	\$21,903.08	\$62.00	\$30,969.00	\$66.00	\$32,967.00	\$61.08	\$30,509.46	\$76.05	\$37,986.98	\$80.50	\$40,209.75
	26	F&I 12" PVC STORM SEWER	L.F.	341	\$27,280.00	\$76.25	\$26,001.25	\$56.73	\$19,344.93	\$70.40	\$24,006.40	\$55.00	\$18,755.00	\$60.67	\$20,688.47	\$88.10	\$30,042.10	\$84.00	\$28,644.00
	27	F&I 60" RCP ENDWALLS	EA.	2	\$7,772.00	\$4,250.00	\$8,500.00	\$3,481.83	\$6,963.66	\$4,480.00	\$8,960.00	\$8,500.00	\$17,000.00	\$3,364.31	\$6,728.62	\$4,660.00	\$9,320.00	\$4,145.00	\$8,290.00
	28	F&I 48" RCP ENDWALLS	EA.	2	\$6,420.00	\$3,600.00	\$7,200.00	\$2,779.09	\$5,558.18	\$3,611.00	\$7,222.00	\$6,200.00	\$12,400.00	\$2,648.22	\$5,296.44	\$4,020.00	\$8,040.00	\$3,345.00	\$6,690.00
	29	F&I 43" X68" HE RCP ENDWALLS	EA.	2	\$12,310.00	\$4,350.00	\$8,700.00	\$3,499.58	\$6,999.16	\$4,467.00	\$8,934.00	\$8,400.00	\$16,800.00	\$3,380.47	\$6,760.94	\$4,662.00	\$9,324.00	\$4,128.00	\$8,256.00
	30	F&I 36" RCP ENDWALLS	EA.	3	\$7,035.00	\$2,800.00	\$8,400.00	\$2,074.50	\$6,223.50	\$2,839.00	\$8,517.00	\$4,200.00	\$12,600.00	\$2,131.10	\$6,393.30	\$2,860.00	\$8,580.00	\$2,587.00	\$7,761.00
	31	F&I 30" RCP ENDWALLS	EA.	2	\$3,420.00	\$2,350.00	\$4,700.00	\$1,695.18	\$3,390.36	\$2,183.00	\$4,366.00	\$3,400.00	\$6,800.00	\$1,578.63	\$3,157.26	\$2,453.00	\$4,906.00	\$2,055.00	\$4,110.00
	32	F&I 24" RCP ENDWALLS	EA.	2	\$2,950.00	\$2,200.00	\$4,400.00	\$1,492.58	\$2,985.16	\$1,793.00	\$3,586.00	\$2,600.00	\$5,200.00	\$1,351.38	\$2,702.76	\$1,885.00	\$3,770.00	\$1,768.00	\$3,536.00
	33	F&I 96" DIAMETER STORM MANHOLE	V.F.	8	\$13,615.10	\$1,540.00	\$11,119.80	\$1,482.83	\$11,669.87	\$1,900.00	\$14,935.00	\$1,700.00	\$13,379.00	\$1,509.95	\$12,544.39	\$1,733.00	\$13,638.71	\$1,767.00	\$13,906.29
	34	F&I 84" DIAMETER STORM MANHOLE	V.F.	6	\$9,493.20	\$1,449.00	\$8,491.14	\$1,438.23	\$8,428.03	\$1,880.00	\$11,016.80	\$1,700.00	\$9,962.00	\$1,509.38	\$8,844.97	\$1,729.00	\$10,131.94	\$1,728.00	\$10,126.08
	35	F&I 72" DIAMETER STORM MANHOLE	V.F.	20	\$22,972.50	\$1,010.00	\$20,624.20	\$1,002.10	\$20,462.80	\$1,290.00	\$26,341.00	\$1,000.00	\$20,420.00	\$1,075.09	\$21,953.34	\$1,125.00	\$22,972.50	\$1,144.00	\$23,360.48
	36	F&I 60" DIAMETER STORM MANHOLE	V.F.	65	\$41,440.00	\$891.00	\$57,692.25	\$729.59	\$47,240.95	\$908.00	\$58,793.00	\$800.00	\$51,800.00	\$862.12	\$55,822.27	\$962.00	\$62,289.50	\$826.00	\$53,483.50
	37	F&I 48" DIAMETER STORM MANHOLE	V.F.	35	\$24,779.00	\$713.00	\$24,883.70	\$489.08	\$17,068.89	\$801.00	\$27,954.90	\$700.00	\$24,430.00	\$768.99	\$26,837.75	\$670.00	\$23,383.00	\$616.00	\$21,498.40
	38	F&I TYPE "E" INLET W/ TYPE "C" CASTING	EA.	25	\$63,625.00	\$2,616.00	\$65,400.00	\$2,523.65	\$63,091.25	\$2,818.00	\$70,450.00	\$3,000.00	\$75,000.00	\$2,827.83	\$70,695.75	\$3,045.00	\$76,125.00	\$3,892.00	\$97,300.00
	39	F&I 18" RCP BELL END PLUG	EA.	1	\$212.00	\$250.00	\$250.00	\$283.26	\$283.26	\$154.00	\$154.00	\$234.00	\$234.00	\$353.50	\$353.50	\$571.00	\$571.00	\$641.00	
	40	F&I 12" PVC RIGID REPAIR SLEEVE	EA.	3	\$1,260.00	\$850.00	\$2,550.00	\$432.82	\$1,298.46	\$234.00	\$702.00	\$215.00	\$645.00	\$690.84	\$2,072.52	\$422.00	\$1,266.00	\$306.00	\$918.00
	41	F&I 12" PVC END CAP	EA.	1	\$275.00	\$250.00	\$250.00	\$234.67	\$234.67	\$180.00	\$180.00	\$186.00	\$186.00	\$353.50	\$353.50	\$635.00	\$635.00	\$330.00	
	42	FURNISH INLET REMOVAL	EA.	5	\$1,150.00	\$250.00	\$1,250.00	\$763.71	\$3,818.55	\$350.00	\$1,750.00	\$290.00	\$1,450.00	\$505.00	\$2,525.00	\$295.00	\$1,475.00	\$593.00	\$2,965.00
	43	ABANDON / REMOVE EXISTING STORM SEWER	L.S.	1	\$2,206.00	\$2,500.00	\$2,500.00	\$5,629.04	\$5,629.04	\$4,000.00	\$4,000.00	\$2,840.00	\$2,840.00	\$3,535.00	\$3,535.00	\$9,025.00	\$9,025.00	\$5,532.00	\$5,532.00
	44	ADJUST EXISTING STORM MH	L.S.	1	\$870.00	\$400.00	\$400.00	\$1,430.75	\$1,430.75	\$3,000.00	\$3,000.00	\$193.00	\$193.00	\$984.75	\$984.75	\$950.00	\$950.00	\$500.00	\$500.00
	45	REMOVE CONE FROM EXISTING STORM MANHOLE & I	EA.	2	\$3,476.00	\$1,900.00	\$2,000.00	\$38.32	\$76.64	\$2,046.00	\$4,092.00	\$1,200.00	\$2,400.00	\$1,919.00	\$3,838.00	\$1,450.00	\$2,900.00	\$1,683.00	\$3,366.00



MEMORANDUM

TO: Community and Economic Development Committee

FROM: Matt Rehbein, Economic Development Specialist

DATE: March 13, 2024

RE: Business/Industrial Park Land Sale Pricing

Staff completes an annual review of the selling price of land in the City's business/industrial parks to ensure competitiveness to retain or recruit business to the City. Currently, the selling price of land in the City of Appleton's Southpoint Commerce Park is \$43,000.00/acre. The City has no remaining parcels for sale in the Northeast Business Park (NEBP).

There are 3 privately held lots not developed in the Northeast Business Park subject to the City's right to repurchase, and 1 is in the Southpoint Commerce Park. Privately owned, undeveloped lots are flagged in the City's AS400 system, and notification is given on the real estate inquiry form to ensure the City's right to repurchase is triggered as appropriate.

The industrial market for lease and purchase space has been tightening up over the past few years, creating a scarcity of large and small industrial space. As a result, we have seen increased activity in the Southpoint Commerce Park (both contracts and inquiries). This has generated greater interest in "speculative" building and, in turn, more inquiries about optioning land. In 2020, Council approved an option fee of 2% of the purchase price per year for parcels in excess of 5 acres. The option fee for lots less than 5 acres is 1% of the purchase price per year. This helps protect the City's inventory of marketable parcels while preserving the smaller users' ability to ensure they have control of their expansion space.

Additionally, when a real estate broker has been involved in the sale of a parcel in Southpoint, the City has historically paid a commission of eight percent (8%) of the sale price to procuring broker. This is the market rate for commissions on land sales and helps attract/retain the assistance of real estate brokers.

In the Southpoint Commerce Park, there are 16 fully improved lots available, of which 1 is under contract with F Street Development. The total inventory not under contract is approximately 51 acres. In 2023, 16.2 acres was sold to F Street, and they have started construction of a 115,000 square foot build-to-suit project (details in attached Industrial Land Sales Comparison – Exhibit A). Construction of a third 250,000 square foot distribution warehouse was also completed by F Street in 2023. Flair began construction of a 34,000 square foot expansion in 2023.

The City has an additional approximately 100 acres in Southpoint between Coop Road and Eisenhower Drive that are undeveloped that will yield approximately 80 developable acres. Plat 4 has been approved for this area. Infrastructure installation will begin in Spring 2024, with anticipated lots available for sale in Fall 2024. All available lots in the Southpoint Commerce Park are served by regional stormwater detention, and a wetland delineation was completed in 2020. See attached map for the available lots in Southpoint.

In order to ascertain how competitive Appleton is with the surrounding real estate market, staff prepared an Industrial Land Asking Price Comparison (Exhibit B). Data was gathered from: direct contact with sellers, CoStar (which is a commercial real estate listing and comparable data service), and the Wisconsin Department of Revenue. There are additional lots marketed as available for industrial use in the Fox Cities, but many of those could also be commercial which commands a much higher price and are not good comparables. All referenced industrial lots are broken down into one of three categories:

- 1) Municipally owned lots available for sale
- 2) Privately owned lots available for sale
- 3) Recent sales comparison

In determining the sale price of lots, staff considers several factors, including the City's investment in creating the business park, cost to develop at these locations, competitive lot pricing, and uses of the property. It should also be noted that land pricing is but one component of actual "cost" when a business is considering a purchase in a business/industrial park. Infrastructure, access, timing, availability of TIF financing and other incentives are all factored in.

Based on this analysis, staff would recommend the City maintain its current selling price of \$43,000 for business/industrial park land and option fees as outlined below. This puts Appleton in the middle range with regard to land prices.

Staff Recommendation:

The City of Appleton hold selling prices for business/industrial park land as follows:

Southpoint Commerce Park

All lots - \$43,000/Acre

The City of Appleton hold option fees to reflect 1% of the purchase price annually for lots of 5 or less acres and 2% of the purchase price annually for lots greater than 5 acres. City continue to pay a commission of eight percent (8%) of the sale price when licensed broker is procuring cause for a transaction.

Note: Land prices are for fully improved lots and include the cost of concrete pavement.

EXHIBIT A

2010-2023 INDUSTRIAL LAND SALES COMPARISON (Municipal & Private Sales)

<i>Location</i>	<i>Sale Price</i>	<i>Size (In Acres)</i>	<i>Price/Acre</i>	<i>Sale Date</i>	
NWC Eisenhower & Plank	\$150,000	2.21	\$67,873	Mar-23	Commercial
Hwy. 15 & Mayflower, Grand Chute	\$450,000	12	\$37,500	Jun-23	
Southpoint (Appleton)	\$615,980	16.21	\$38,000	Sep-23	F Street BTS
E Glendale (NEBP)	\$235,000	7.92	\$29,672	Nov-22	Partially usable (Wetlands)
Consolidated Ct., Grand Chute	\$525,000	5.35	\$98,131	Aug-22	Southwest Park
1401 E Evergreen, Grand Chute	\$715,000	17.59	\$40,648	May-22	
Southpoint (Appleton)	\$130,000	3.25	\$40,000	May-22	Farrell Investments
Southpoint (Appleton)	\$86,400	2.17	\$39,816	Apr-22	Romenesko Developments, Inc.
Southpoint (Appleton)	\$1,339,120	35.23	\$38,011	Dec-21	F Street Development (Phase II)
Southpoint (Appleton)	\$555,180	14.61	\$38,000	Sep-20	F Street Development (Phase I)
2433 Airport Park Dr. Greenville	\$108,000	2.62	\$41,221	Aug-20	Red Top Cab Co.
NEBP (Appleton)	\$57,600	1.44	\$40,000	Jul-20	S&D Masonry
892 Cold Spring Rd. Fox Crossing	\$129,000	3.5	\$36,857	Jan-20	Keeney Properties LLC
Southpoint (Appleton)	\$144,072	3.48	\$41,400	Oct-19	Custom Offsets
Southpoint (Appleton)	\$130,000	3.25	\$40,000	Nov-19	Messenger Property Management
Southpoint (Appleton)	\$168,400	4.21	\$40,000	May-19	New Morning Coffee Roasters
Greenville Dr. Greenville	\$1,109,920	32.3	\$34,362	Jul-19	Burns & McDonnell
Randolph Dr. Kaukauna	\$152,000	4	\$38,000	2019	Velocity Water Works
Evergreen Dr. Little Chute	\$1,100,000	20	\$55,000	Jan-19	Faith Technologies
Southpoint (Appleton)	\$511,000	14.6	\$35,000	Sep-18	Becknell Industrial
7241 Cty Rd. BB Neenah	\$679,000	41.54	\$35,000	Jun-18	
Oak Grove Rd. Prosperity Ctr., Kaukauna	\$186,200	4.90	\$38,000	Sep-17	Lot 6
Oak Grove Rd. Prosperity Ctr., Kaukauna	\$117,800	3.10	\$38,000	Sep-17	Lot 8
Oak Grove Rd. Prosperity Ctr., Kaukauna	\$117,040	3.08	\$38,000	Sep-17	Lot 9
CB & Rockwood Ln., Neenah (Town of)	\$208,623	10.60	\$19,681	Sep-17	Stuff-N-Storage (A-2 General Farming zoning)
Endeavor Dr., Appleton (SPCP)	\$132,000	3.30	\$40,000	Aug-17	Manda Panda Properties
Endeavor Dr., Appleton (SPCP)	\$150,300	3.34	\$45,000	Aug-17	Alco Tech
Integrity Way, Grand Chute	\$83,000	2.72	\$30,503	Jan-17	
Plank Rd. & Eisenhower, Appleton (SPCP)	\$329,400	7.32	\$45,000	Sep-16	Encapsys
Kaukauna Ind. Park	\$79,800	2.10	\$38,000	May-16	NorthStar Coop
Capitol Dr., Appleton (NEBP)	\$75,950	2.17	\$35,000	Mar-16	Romenesko Developments, Inc.
Goodland/Conkey, Appleton (NEBP)	\$100,000	2.69	\$37,175	Dec-15	Quantum Healthcare
Kaukauna Ind. Park	\$228,000	6.00	\$38,000	Jul-15	Polyflex
Capitol Dr., Appleton (NEBP)	\$155,750	4.45	\$35,000	May-15	RP5, LLC
Goodland Dr., Appleton (NEBP)	\$115,200	2.88	\$40,000	Apr-15	Farrell Investments
Lakeland Dr., Appleton (SPCP)	\$58,000	1.37	\$42,336	Sep-13	Flair

*SPCP=Southpoint Commerce Park

**NEBP=Northeast Business Park

Sources:

*Seller Contact
CoStar
WI Dept. of Revenue*

EXHIBIT B**INDUSTRIAL LAND ASKING PRICE COMPARISON****Municipally Owned Land Asking Price Comparison**

<i>Municipality</i>	<i>Ask Price/Acre</i>	<i>Regional Stormwater</i>	<i>Concrete Streets</i>	<i>Utilities</i>	<i>Incentives</i>
Appleton	\$43,000	Y	Y	Y	N/A
Neenah	\$35,000	Y	Y	Y	TIF/Land grant
Kaukauna	\$34,000 to \$50,000	Y	Y	Y	Redevelopment Authority loans

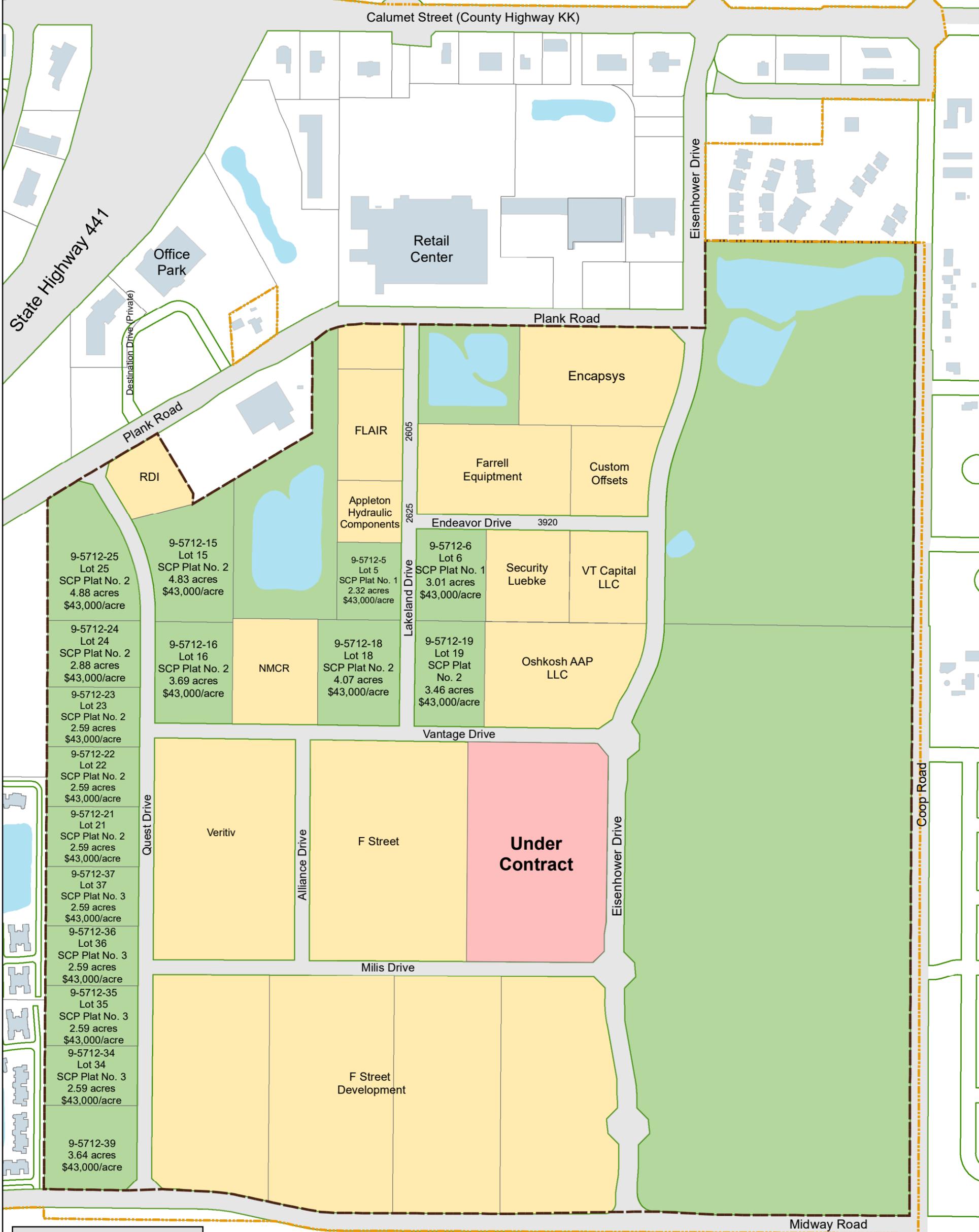
Privately Owned Land Asking Price Comparison (Over 10 acres, per CoStar listings)

<i>Municipality of Private Property</i>	<i>Ask Price/Acre</i>	<i>Largest Contiguous Lot (In Acres)</i>	<i>Location</i>	<i>Notes</i>
Grand Chute	\$49,500	16.00	McCarthy Rd.	Divisible/Sewer and water at lot line
Little Chute	\$65,000	19.89	4001 Freedom Rd.	US 41 visibility
Grand Chute	\$61,990	31.86	Consolidated Ct.	Usability limited
Fox Crossing	\$39,942	20.53	Cty. Rd. BB	Municipal utilities available

Sources:

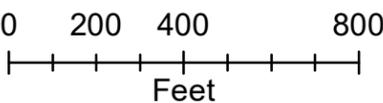
Seller Contact
CoStar
WI Dept. of Revenue

Southpoint Commerce Park Appleton, Wisconsin



Legend

- Under Contract
- City Limits
- Park Boundary
- For Sale (City Owned)
- Privately Owned Parcels





MEMORANDUM

TO: Community and Economic Development Committee (CEDC)
FROM: Kara Homan, AICP, Director of Community & Economic Development
DATE: March 15, 2024
RE: Request Approval of the Development Incentive Agreement between the City of Appleton and USV 222, LLC

USV 222, LLC (Developer) is requesting assistance to support their proposed renovation of the 222 Building into the corporate headquarters for U.S. Venture. Exhibit B of the proposed Development Agreement includes an overview and conceptual renderings of the project. When complete, the project will reinvigorate the 222 Building, strengthen the vitality of the city's downtown district, and spur on additional reinvestment in our downtown and surrounding neighborhoods. Said project, and corresponding development incentive agreement, is in alignment with the City's Comprehensive Plan (in particular, Chapter 14: Downtown Plan), and College North Neighborhood Plan (hereinafter City Plans).

The proposed project would be on the following parcel zoned CBD Central Business District: 31-2-0257-00. The Development Incentive Agreement also outlines terms and conditions primarily related to provision of parking permits and marketing/development for additional, non-project parcels proposed for acquisition by USV 222, LLC (Small Lot and Large Lot parcels in Exhibit A of the agreement).

The base value for the Project parcel is \$12.9 million. The City Assessor estimates the assessed value of the project once completed to be \$29.3 million.

Developer requests Pay-As-You-Go TIF support. Based on the analysis of current value of the property, projected value of the property, and review of proposed expenses, TIF District #11 would invest ninety percent (90%) of the annual increment created (an estimated value of ~\$241K/year, including interest at 6.25%). In net present value terms, this amounts to a total contribution of \$2,108,905 (NPV), or 12.89% of the total increment created (\$16,389,500).

In addition to provisions for financial contribution, City Staff looked to the above referenced City Plans, as adopted by the Common Council, to guide negotiations to secure additional provisions that benefit the city, and overall health and well-being of our downtown district and our parking utility. Provisions of this nature include:

- Terms related to marketing and development of the "Small Lots" as a condition of securing the right to purchase 650 guaranteed parking permits in Green Ramp.
- Incentives to develop the "Large Lots" as a means to secure the right to purchase additional guaranteed parking permits within the City's Parking Utility ramps.
- Mutual termination of existing Development Agreement related to the Bluff Site.

Staff Recommendation:

The Development Incentive Agreement between the City of Appleton and USV 222, LLC **BE APPROVED.**

Cc: Jeri Ohman, Finance Director
Chris Behrens, City Attorney

**TAX INCREMENT DISTRICT NO. 11
DEVELOPMENT INCENTIVE AGREEMENT**

THIS DEVELOPMENT AGREEMENT (the “Agreement”) is dated as of the ___ day of March, 2024, by and among USV 222, LLC, a Wisconsin limited liability company (“Developer”) and the City of Appleton, a Wisconsin municipal corporation (the “City”).

RECITALS

Developer and the City acknowledge the following:

A. Developer owns or is the process of acquiring ownership in the real property located at 222 W. College Avenue, Appleton, WI, Tax Parcel 31-2-0257-00 (the “222 Building”) together with 5 small lots (Tax Parcels 31-2-0430-02, 31-2-0488-00, 31-2-0495-00, 31-2-0645-00 and 31-5-2226-04) (collectively the “Small Lots”) and 2 large lots (Tax Parcels 31-2-0424-00 and 31-2-0406-00) (collectively the “Large Lots”) in Appleton, WI more particularly described in Exhibit A, attached hereto (collectively the “Property”).

B. Subject to obtaining the financial assistance set forth herein, Developer has proposed substantial renovations and improvements to the 222 Building for purposes of relocating Developer’s corporate headquarters (the “Project”) and undertakings related to redeveloping the Large and Small Lots.

C. The Project is located within the City in Tax Increment District #11 (the “District”) which was created in 2017 pursuant to Section 66.1105, Wis. Stats. along with a Project Plan for the redevelopment of the District (the “District Plan”) that provides for, among other things, the financial assistance set forth in this Agreement.

D. The City has determined that the Project will spur economic development, expand the City’s tax base and create new jobs; that such financial assistance is a Project Cost under the Tax Incremental Law; that the amount of financial assistance provided pursuant to this Agreement is the amount necessary to induce development of the Project; and, that the Project will not proceed without the financial assistance set forth in this Agreement.

E. Subject to obtaining financial assistance as set forth herein, Developer intends to undertake redevelopment activities that will increase the value of the Project and provide other tangible benefits to the surrounding neighborhoods and to the City as a whole, consistent with the District Plan. The City finds that this redevelopment of the Property and the fulfillment, generally, of the terms and conditions of this Agreement are in the vital and best interests of the City and its residents and serves a public purpose in accordance with state and local law.

F. The City, pursuant to Common Council action of March 20, 2024, has approved this Agreement and authorized the execution of this Agreement by the proper City officers on the City’s behalf.

G. The Developer has approved this Agreement and authorized the appropriate officer to execute this Agreement on the Developer's behalf.

H. The base value of all real property within the Project, for purposes of this Agreement, is \$12,910,500. The City estimates the Project will create up to an additional \$16,389,500 in incremental value.

I. All terms that are capitalized but not defined in this Agreement and that are defined under the Tax Increment Law shall have the definitions assigned to such terms by the Tax Increment Law.

AGREEMENT

NOW, THEREFORE, in consideration of the Recitals and the promises and undertakings set forth herein, the parties mutually agree and covenant as follows:

ARTICLE I UNDERTAKINGS OF THE DEVELOPER

1.1 Developer's Project shall include improvements to, and development of, the 222 Building as set forth in part on Exhibit B that will result in an increase in the assessed value. All aspects of the Project shall be in accordance with all applicable City zoning and building codes, ordinances and regulations.

1.2 Project Costs shall include, without limitation, costs incurred after approval of this agreement for the construction of improvements (including infrastructure improvements), environmental remediation costs, demolition, interior remodeling and development of the Project.

1.3 Developer warrants and represents to the City that but for the assistance provided by the City under Article II, herein, Developer would not be able to proceed with the Project.

1.4 Developer shall cause the Project to be constructed and developed consistent with the conceptual Project Improvement Plan attached as Exhibit B or other plans approved by the City, in its reasonable discretion, and in accordance with all applicable City zoning and building codes, ordinances and regulations. Developer estimates that approximately \$40 million will be invested in the Project to renovate the 222 Building as a Class A office building, and that the assessed value of the Project shall be not less than \$29,300,000 million by January 1, 2026, and each year thereafter during the life of the District (the "Guaranteed Minimum Value").

1.5 Developer and City acknowledge that several of the specific undertakings of the parties may require approvals from directors, boards or the Common Council as applicable. The parties' agreements are conditioned upon the obtaining of all such approvals in the manner required by law. The parties cannot assure that all such approvals will be obtained; however, they agree to use their best good faith efforts to obtain them on a timely basis.

1.6 Small Lots.

1.6.1 Developer, upon execution of this Agreement, shall, for a period not to exceed 5 years (the “Marketing Period”), will use its best efforts to actively market for sale (or otherwise develop) each Small Lot for development and to ensure with prospective uses consistent with the City of Appleton Comprehensive Plan and the College North Neighborhood Plan. The Marketing Period within this section shall not apply to Tax Parcel 31-0430-02.

1.6.2 City Attorney shall, at City’s sole cost, prepare and record deed restrictions, in a form reasonably acceptable to Developer, providing that, upon transfer or development of any of the Small Lots, parking in those lots shall be restricted to uses incidental to that lot’s primary use. The term of this deed last until the Contribution is paid in full or August 15, 2045, whichever occurs first.

1.6.3 Developer shall not lease or otherwise knowingly allow third parties to utilize the Small Lots for parking without the written consent of the City.

1.6.4 Developer shall execute a Right of First Refusal in favor of the City (or its Redevelopment Authority), and at the terms offered, that shall be effective during the Marketing Period.

1.6.5 In the event Developer does not complete an arms-length sale or otherwise develop the Small Lots during the Marketing Period, Developer shall convey good and feasible title to the Small Lots to the City (or its Redevelopment Authority), free of encumbrances. The City (or its Redevelopment Authority) shall be permitted conduct a Phase I environmental study regarding the Small Lots. The ability of the City to enter the Small Lots to conduct Phase II testing and the scope thereof shall be determined by the recommendations, if any, of the Phase I study, and the parties shall agree by separate writing the terms and conditions of the Phase II. The City shall make its decision to accept the conveyance within six (6) months after the end of the Marketing Period. The City (or its Redevelopment Authority) may decline transfer of any Small Lot(s) for any reason and in such event this clause shall become null and void.

1.6.6 Prior to any acquisition by the City (or its Redevelopment Authority) the Developer shall furnish any and all existing Phase I or other environmental investigations for the Small Lots in Developer’s possession or control.

1.7 Large Lots.

1.7.1 Except current leases in effect for the Large Lots, Developer shall not lease or otherwise allow third parties to utilize the Large Lots exclusively for parking unless the City approves of the use.

1.7.2 Developer intends to develop each Large Lot in due course consistent with the City of Appleton Comprehensive Plan and/or College North Neighborhood Plan. Upon

development, City shall provide additional parking benefits to Developer as detailed in Section 2.8.3.

ARTICLE II UNDERTAKINGS OF THE CITY

2.1 The City shall appropriate sufficient funds for the performance of the City's obligations under this Agreement.

2.2 City shall cooperate with Developer throughout the Project and shall promptly review and/or process all submissions and applications in accordance with applicable City ordinances.

2.3 Subject to all of the terms, covenants and conditions of this Agreement and applicable provisions of law, and as an inducement by the City to Developer to carry out the Project, upon completion of the Project (which shall be defined as issuance of all occupancy permits related to the Project (hereafter "Completion")) the City will provide payments to Developer (the "Contribution") solely from future Tax Increments (derived from real property) to assist with Developer's Project Costs. The City's total payment of Tax Increment Revenue to the Developer shall not exceed ninety (90%) percent of the Tax Increment Value as of January 1, 2026 or as of January 1 of the year following Completion, whichever is earlier. The Contribution shall not exceed the lesser of i) \$2,108,905 or ii) 12.87% of the Tax Increment Value as of January 1, 2026, plus interest thereon (the "Contribution"). The Contribution will be paid to Developer as follows:

The Contribution will be paid to Developer as follows:

2.3.1 As the sole source for payment of the Contribution, the City agrees to pay the Developer an amount equal to ninety percent (90%) of the Tax Increment Revenue attributable to, and actually received from, the Property during the calendar year.

2.3.2 The first payment shall be made on August 15 of the year immediately after the Completion. This first payment shall be based on the Property's assessed value on January 1 of the year of Completion. Thereafter payments under this Agreement shall be due in annual installments on August 15 for a period of time described in Sec. 4.2

2.3.3 Interest on the Contribution shall begin to accrue upon completion of the Project. The interest rate on the Contribution shall be 6.25 percent (6.25%).

2.3.4 The Contribution shall be a special and limited obligation of the City and not a general obligation. The City may prepay the Contribution, in its sole discretion, at any time, with no prepayment penalty.

2.4 This Agreement fully evidences the City's obligation to pay the Contribution. No separate instrument will be prepared to evidence the City's obligation to pay the Contribution. The

Contribution shall not be included in the computation of the City's statutory debt limitation because the Contribution is limited and conditional and no taxes will be levied or pledged for its payment. Nothing in this Agreement shall be deemed to change the nature of the City's obligation from a limited and conditional obligation to a general obligation.

2.5 The City covenants to Developer that until the Contribution thereon has been paid in full, the City shall not close the District prior to its statutory expiration date.

2.6 The City shall, upon Developer's request, provide to Developer an accounting of the status of the District including, but not limited to, the outstanding principal balance of the Contribution and annual Tax Increments received from the District.

2.7 Developer hereby acknowledges that, as a result of the special and limited nature of the City's obligation to pay the Contribution, Developer's recovery of the full amount of the Contribution depends on factors including, but not limited to, future mill rates, changes in the assessed value of the Property, the failure of the Property to generate the Tax Increments at the rate expected by Developer, reduction in Tax Increments caused by revenue-sharing, changes in the Tax Increment Law, and other factors beyond the City's and/or Developer's control.

2.8 Parking Benefits.

2.8.1 Upon Project Completion, and for the term of this Agreement, City shall guarantee Developer up to 650 parking permits annually ("Guaranteed Permits") at the lowest available cost in accordance with the City parking policies in place at that time. In the event Developer does not purchase all the Guaranteed Permits, Developer shall have the right of first refusal to purchase additional Guaranteed Permits upon written notice from City to Developer detailing any third-party offers it has received to purchase contracted permits which could diminish the amount of the Guaranteed Permits available to Developer. Any of the Guaranteed Permits not exercised by Developer within thirty (30) days of notice pursuant to this option may be sold by City to its contracted permit purchasers. Developer's option described herein shall renew every year for the term of this Agreement. Notwithstanding the foregoing, this section is not intended to in any way restrict or interfere with the City's ability to sell its month-to-month or daily permits to patrons.

2.8.2 The parking permits shall be for Developer's use in City parking ramps in the following order of priority:

- Green Ramp (650 permits shall be guaranteed in Green Ramp, subject to Developer meeting requirements set forth in Small Lots Section 1.6 of Article I)
- Red Ramp
- Yellow Ramp

2.8.3 Upon "Development" of either or both of the Large Lots, the City shall guarantee up to 200 additional parking permits for Developer to purchase at the lowest

available cost in accordance with the City parking policies in place at that time and in the same priority order as 2.8.2.

2.8.4 For purposes of this Section, Development shall be considered to occur when Developer commences construction after receiving building permit(s) issued for construction of a development project approved by the City.

2.8.5 The number of additional parking permits shall be calculated on a “1 to 1” basis based upon the number of parking spaces on the Large Lot(s) lost due to the Development, up to a maximum of 200 permits.

2.8.6 The parking provisions herein shall be administered by the City Parking Utility consistent with existing and future city parking utility policies and procedures.

2.8.7 In the event Developer purchases fewer permits than guaranteed under Section 2.8.5 above, the guaranteed permit amount shall be reduced to the number purchased for the duration of this Agreement.

2.8.7 Developer shall not be precluded from purchasing parking permits in excess of the amounts prescribed herein subject to availability and any City parking policies applicable at that time.

2.8.8 In the event Developer sells or otherwise transfers the 222 Building during the term of this Agreement the City shall endeavor to accommodate the parking needs of a subsequent owner.

ARTICLE III PAYMENT OF TAXES; MAKE UP PAYMENT

3.1 As long as the District is in existence, the Property, excluding the Large Lots, and all buildings and improvements thereon shall be owned and taxable for real estate tax and special assessment purposes, with the exception of the City option under Section 1.6.5

3.2 Throughout the duration of this agreement, all ad valorem property taxes properly assessed against the Project will be paid timely and in full.

3.3 Developer guarantees that Tax Increment shall be not less than the annual tax rate applied to the Guaranteed Minimum Value. If the Tax Increment actually paid for any year covered by this Agreement is less, the City shall submit a bill to Developer for the difference (a “Make Up Payment”). Such a billing shall be submitted to Developer by the City by July 1 of the relevant tax year and shall be paid in full by Developer within ten (10) days.

3.4 The “Make Up Payment” shall be calculated to be the difference between: (a) the annual amount due against the Guaranteed Minimum Value, and (b) the Tax Increment actually paid for that year. For example, if the annual amount coming due for the tax year 2026 is \$476,000 and the amount of Tax Increment actually paid for 2026 is \$450,000, the Make Up Payment would

be \$26,000. Any Make Up Payment made shall be recouped to the extent that Tax Increment generated by the Property exceeds any annual payment due in subsequent years during the Term of this Agreement.

3.5 If any Make Up Payment is owed but not timely paid, Developer agrees that the City may levy a special assessment against any portion of the Project for which a Make Up Payment was due but not timely paid in the amount of the unpaid Make Up Payment. Any such special assessment shall accrue interest each year until paid at the WSJ Prime Rate plus 50 basis points. Developer and Owners hereby consent to the levying of such special assessments under Wis. Stat. § 66.0703(7)(b) and all other provisions of applicable law, including but not limited to, the notice and hearing requirements of Wis. Stat. § 66.0703 and the notice requirements of Wis. Stat. § 66.0715(3), provided however, that any levied special assessment shall be released with respect to a portion for the Project upon payment of the outstanding amount of the special assessment levied against that portion of the Project.

3.6 The foregoing shall not prohibit the Developer or any Owner from contesting, in good faith, the assessed value of any portion of the Project, provided that the equalized assessed value of the Property exceeds the relevant Minimum Guaranteed Value.

3.7 Developer shall ensure that no transfer of ownership or use of any portion of the Project shall occur to any entity which would render that parcel exempt from ad valorem taxes, without the prior written consent of the City. The provision in the previous sentence shall run with the land for the entire Term of this Agreement. If the Developer conveys the Project within the District to any party (related or unrelated), the terms of such sale shall impose as a covenant upon all successor owners of the property the foregoing obligation for payments in lieu of taxes during the life of the District. The City shall be a beneficiary of such covenant and entitled to enforce same against the successor owners.

ARTICLE IV CONDITIONS TO PAYMENT TERMINATION OF AGREEMENT

4.1 The City shall have no obligation to pay any portion of the Contribution to Developer unless and until all of the following conditions shall have been met:

4.1.1 The Project's Completion.

4.1.2 The Project's assessed value is no less than \$29,300,000 on or before January 1, 2026.

4.1.3 The conditions herein are subject to reasonable extensions, not to exceed six (6) months each, for Force Majeure which shall include, but not be limited to, any delays caused by pandemic or other acts beyond the reasonable control of the Developer. Such extensions shall be by mutual written agreement and, in considering any requested extension, the City and Developer agree that each will act in good faith, cooperate in

expeditious and timely approvals, and said extensions shall not be unreasonably withheld, conditioned or delayed by City.

4.2 This Agreement, including the City's obligation to make, or continue, any payments of the Contribution, shall terminate when any of the following shall have occurred:

4.2.2 The conditions in Section 4.1.1 are not met.

4.2.2 The Contribution is paid in full or August 15, 2045, whichever occurs first.

ARTICLE V CONFLICT OF INTEREST

5.1 No member, officer or employee of the City, during his/her tenure or for one year thereafter, will have or shall have had any interest, direct or indirect, in this Agreement or any proceeds thereof.

ARTICLE VI WRITTEN NOTICES

6.1 Any written notice required under this Agreement shall be sent to the following individuals:

FOR THE CITY:

City of Appleton
Community and Economic Development Department
100 North Appleton Street
Appleton, WI 54911-4799
Attention: Director

With a copy to:

City of Appleton
City Attorney's Office
100 North Appleton Street
Appleton, WI 54911-4799
Attn: City Attorney

FOR DEVELOPER:

USV 222, LLC,
c/o U.S. Venture, Inc.
222 W. College Avenue
Appleton, WI 54914 Attn: Chief Executive Officer

With a copy to:

U.S. Venture, Inc.
222. W. College Avenue
Appleton, WI 54914
Attn: Chief Legal Officer

ARTICLE VII ASSIGNMENT

7.1 No party to this Agreement may assign any of its interest or obligations hereunder without first obtaining the written consent of the other party.

ARTICLE VIII NO PARTNERSHIP OR VENTURE

8.1 Developer and its contractors or subcontractors shall be solely responsible for the completion of the Project. Nothing contained in this Agreement shall create or effect any partnership, venture or relationship between the City and Developer or any contractor or subcontractor employed by Developer in the construction of the Project.

ARTICLE IX MISCELLANEOUS

9.1 Under no circumstances shall any officer, official, director, member, manager, commissioner, agent, or employee of City or Developer have any personal liability arising out of this Agreement, and no party shall seek or claim any such personal liability.

9.2 The laws of the State of Wisconsin shall govern this Agreement.

9.3 This Agreement may be signed in any number of counterparts with the same effect as if the signatures thereto and hereto were upon the same instrument.

9.4 No modification, alteration, or amendment of this Agreement shall be binding upon any party until such modification, alteration, or amendment is reduced to writing and executed by all parties to this Agreement.

9.5 Any captions or headings in this Agreement are for convenience only and in no way define, limit, or describe the scope or intent of any of the provisions of this Agreement.

9.6 If any provisions of this Agreement shall be held or deemed to be inoperative or unenforceable as applied in any particular case in any jurisdiction because it conflicts with any other provision or provisions of this Agreement or any constitution or statute or rule of public policy, or for any other reason, then such circumstances shall not have the effect of rendering the provision in question inoperative or unenforceable in any other case or circumstance, or of

rendering any other provision or provisions herein contained invalid, inoperative, or unenforceable to any extent whatever. To the maximum extent possible, this Agreement shall be construed in a manner consistent with the powers of the City, including but not limited to, the City's powers under the Blight Elimination and Slum Clearance Law and the Tax Increment Law, to achieve its intended purpose. Reference is made to Section 66.1333(17) of the Wisconsin Statutes and Chapter 105, Laws of 1975 § 4, which provide that the Blight Elimination and Slum Clearance Law and the Tax Increment Law should be construed liberally to effectuate their purposes.

9.7 Any prior development agreements between the City and Developer or any affiliate shall be considered terminated in their entirety and this Agreement shall supersede the same.

[Signatures on following pages]

IN WITNESS WHEREOF, the parties have executed this Agreement on the day and year first above written.

CITY OF APPLETON:

By: _____
Jacob A. Woodford, Mayor

ATTEST:

By: _____
Kami L. Lynch, City Clerk

STATE OF WISCONSIN)
 : ss.
OUTAGAMIE COUNTY)

Personally came before me this ____ day of _____, 2024, Jacob A. Woodford, Mayor and Kami L. Lynch, City Clerk, of the City of Appleton respectively, to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Printed Name: _____
Notary Public, State of Wisconsin
My commission is/expires: _____

PROVISION HAS BEEN MADE TO PAY FOR OBLIGATIONS INCURRED PURSUANT TO THIS AGREEMENT:

Jeri Ohman, Finance Director

APPROVED AS TO FORM:

Christopher R. Behrens, City Attorney
Dated: Agreement Date
By: Christopher R. Behrens
City Law A23-1207

DEVELOPER:

USV 222, LLC

By: _____

STATE OF WISCONSIN)
 : ss.
OUTAGAMIE COUNTY)

Personally came, before me this ____ day of _____, 2024, [*insert Member names here*], to me known to be the persons who executed the foregoing instrument and acknowledged the same in the capacity and for the purposes therein intended.

Printed Name: _____
Notary Public, State of Wisconsin
My commission is/expires: _____

SCHEDULE OF EXHIBITS

- A. Map of Property, Project, Large Lots, and Small Lots
- B. Proposed Improvements

EXHIBIT A
MAP OF THE PROPERTY,
INCLUDING THE PROJECT, LARGE LOTS, AND SMALL LOTS

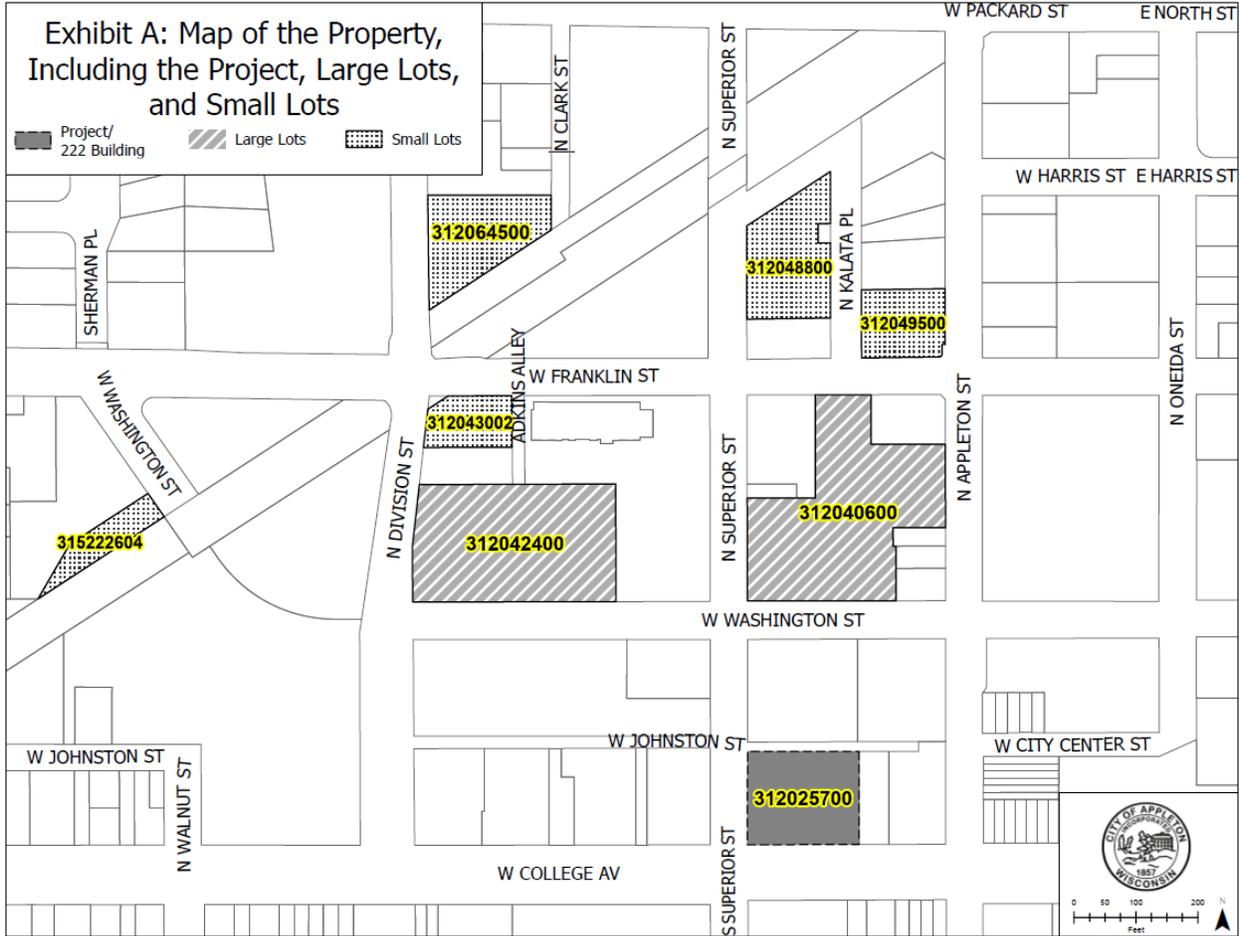


EXHIBIT B

PROPOSED IMPROVEMENTS

Design Drivers:

- **Commitment to sustainability - Adaptive reuse strategy**
 - Minimization of carbon footprint through the adaptive reuse of an underutilized historic building
 - Commitment to sustainability through upgrades to mechanical, electrical, and HVAC systems
- **Celebrating the history of 222 as USV moves toward the future**
 - Timeless, authentic design through product selection and aesthetics
 - Preservation & showcasing of historic building elements
- **Connectivity**
 - Creation of visual "connectedness" through wayfinding, consistent visual cues, and transparent visual elements throughout the building design
- **Progressive work environments**
 - Range of seating styles and options
 - Varied work settings, spaces, and levels of stimulation
- **Scalability & Adaptability**
 - Flexible design and footprint allowing maximum flexibility for redesign, reorganization, or reuse

US Venture

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A red triangle pointing downwards, located in the top-left corner of the page.

Key Focuses:

- World class office space to meet U.S. Venture's current and future workforce needs.
- Wellness & fitness opportunities onsite
- Social spaces featuring views of downtown Appleton
- Outdoor accessibility enabling team members to physically embrace downtown amenities

Example of Completed Office Space



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Example of Completed Office Space



Copyright U.S. Venture All Rights Reserved

Typical Office Floor Plan



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U.S. Venture at 222
Conceptual Southeast Perspective



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Submittal of Annual Reports and Other Compliance Documents for Municipal Separate Storm Sewer System (MS4) Permits

NOTE: Missing or incomplete fields are highlighted at the bottom of each page. You may save, close and return to your draft permit as often as necessary to complete your application. After 120 days your draft is **deleted**.

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Form 3400-224(R8/2021)

Reporting Information :

Will you be completing the Annual Report or other submittal type? Annual Report Other

Project Name: 2023 Annual Report

County: Outagamie

Municipality: Appleton City

Permit Number: S050075

Facility Number: 31098

Reporting Year: 2023

Is this submittal also satisfying an Urban Nonpoint Source Grant funded deliverable? Yes No

Required Attachments and Supplemental Information

Please complete the contents of each tab to submit your MS4 permit compliance document. The information included in this checklist is necessary for a complete submittal. A complete and detailed submittal will help us review about your MS4 permit document. To help us make a decision in the shortest amount of time possible, the following information must be submitted:

Annual Report

- Review related web site and instructions for [Municipal storm water permit eReporting](#) [Exit Form]
- Complete all required fields on the annual report form and upload required attachments
- Attach the following other supporting documents as appropriate using the attachments tab above
 - Public Education and Outreach Annual Report Summary
 - Public Involvement and Participation Annual Report Summary
 - Illicit Discharge Detection and Elimination Annual Report Summary
 - Construction Site Pollution Control Annual Report Summary
 - Post-Construction Storm Water Management Annual Report Summary
 - Pollution Prevention Annual Report Summary
 - Leaf and Yard Waste Management
 - Municipal Facility (BMP) Inspection Report
 - Municipal Property SWPPP
 - Municipally Property Inspection Report
 - Winter Road Maintenance
 - Storm Sewer Map Annual Report Attachment
 - Storm Water Quality Management Annual Report Attachment

- TMDL Attachment
 - Storm Water Consortium/Group Report
 - Municipal Cooperation Attachment
 - Other Annual Report Attachment
- Attach the following permit compliance documents as appropriate using the attachments tab above
- Storm Water Management Program
 - Public Education and Outreach Program
 - Public Involvement and Participation Program
 - Illicit Discharge Detection and Elimination Program
 - Construction Site Pollutant Control Program
 - Post-Construction Storm Water Management Program
 - Pollution Prevention Program
 - Municipal Storm Water Management Facility (BMP) Inventory
 - Municipal Storm Water Management Facility (BMP) Inspection and Maintenance Plan
 - Total Maximum Daily Load documents (**If applicable, see permit for due dates.*)
 - TMDL Mapping*
 - TMDL Modeling*
 - TMDL Implementation Plan*
 - Fecal Coliform Screening Parameter *
 - Fecal Coliform Inventory and Map (*S050075-03 general permittees Appendix B B.5.2 – document due to the department by March 31, 2022*)
 - Fecal Coliform Source Elimination Plan (*S050075-03 general permittees Appendix B - document due to the department by October 31, 2023*)
- Sign and Submit form

Municipal Contact Information- Complete

Notice: Pursuant to s. NR 216.07(8), Wis. Adm. Code, an owner or operator of a Municipal Separate Storm Sewer System (MS4) is required to submit an annual report to the Department of Natural Resources (Department) by March 31 of each year to report on activities for the previous calendar year ("reporting year"). This form is being provided by the Department for the user's convenience for reporting on activities undertaken in each reporting year of the permit term. Personal information collected will be used for administrative purposes and may be provided to the extent required by Wisconsin's Open Records Law [ss. 19.31-19.39, Wis. Stats.].

Note: Compliance items must be submitted using the Attachments tab.

Municipality Information

Name of Municipality Appleton City

Facility ID # or (FIN): 31098

Updated Information: Check to update mailing address information

Mailing Address: 100 North Appleton Street

Mailing Address 2:

City: Appleton City

State: WI

Zip Code: 54911 xxxxx or xxxxx-xxxx

Primary Municipal Contact Person (Authorized Representative for MS4 Permit)

The "Authorized Representative" or "Authorized Municipal Contact" includes the municipal official that was charged with compliance and oversight of the permit conditions, and has signature authority for submitting permit documents to the Department (i.e., Mayor, Municipal Administrator, Director of Public Works, City Engineer).

Select to **create new** primary contact

First Name: Danielle

Last Name: Block

Select to **update** current contact information

Title: DPW Director

Mailing Address: 100 N. Appleton Street

Mailing Address 2:

City: Appleton

State: WI

Zip Code: 54911 xxxxx or xxxxx-xxxx

Phone Number: 920-832-6474 Ext: xxx-xxx-xxxx

Email: danielle.block@appleton.org

Additional Contacts Information (Optional)

I&E Program

**Individual with responsibility for:
(Check all that apply)**

- IDDE Program
- IDDE Response Procedure Manual
- Municipal-wide Water Quality Plan
- Ordinances
- Pollution Prevention Program
- Post-Construction Program
- Winter roadway maintenance

First Name:

Last Name:

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

Municipal Billing Contact Person (Authorized Representative for MS4 Permit)

Select to **create new** Billing contact

First Name:

Last Name:

Select to **update** current contact information

Title:

Mailing Address:

Mailing Address 2:

City:

State:

Zip Code: xxxxx or xxxxx-xxxx

Phone Number: Ext: xxx-xxx-xxxx

Email:

1. Does the municipality rely on another entity to satisfy some of the permit requirements?

Yes No

Public Education and Outreach Fox Wolf Watershed Alliance and Northeast Wisconsin Stormwater Consortium

Public Involvement and Participation Fox Wolf Watershed Alliance and Northeast Wisconsin Stormwater Consortium

Illicit Discharge Detection and Elimination Westwood Professional Services

- Construction Site Pollutant Control _____
- Post-Construction Storm Water Management raSmith and Brown and Caldwell _____
- Pollution Prevention

2. Has there been any changes to the municipality's participation in group efforts towards permit compliances (i.e., the municipality has added or dropped consortium membership)?

- Yes No

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7.

Form 3400-224 (R8/2021)

Minimum Control Measures- Section 1 : Complete

1. Public Education and Outreach

- a. Does MS4 conduct any educational efforts or events independently (not with a group) Yes No
- b. How many total educational events were held during the reporting year:
- c. Were any of the public education and outreach delivery mechanisms conducted during the reporting year active or interactive? Yes No
- d. Please select all storm water topics, target audiences, and delivery mechanisms used in the reporting year

Public Education and Outreach Delivery Mechanisms (Active and Passive)	
Active/Interactive Mechanisms	Passive Mechanisms
<input checked="" type="checkbox"/> Education activities (school presentations, summer camps)	<input type="checkbox"/> Passive print media (brochures at front desk, posters, etc.)
<input checked="" type="checkbox"/> Information booth at event	<input checked="" type="checkbox"/> Distribution of print media (mailings, newsletters, etc.) via mail or email.
<input checked="" type="checkbox"/> Targeted group training (contractors, consultants, etc.)	<input type="checkbox"/> Media offerings (radio and TV ads, press release, etc.)
<input type="checkbox"/> Government event (public hearing, council meeting)	<input type="checkbox"/> Social media posts
<input checked="" type="checkbox"/> Workshops	<input checked="" type="checkbox"/> Signage
<input type="checkbox"/> Tours	<input type="checkbox"/> Website
<input type="checkbox"/> Other: <input type="text" value="One on One, plan review, cleanup"/>	<input type="checkbox"/> Other: <input type="text"/>

Topics Covered	Target Audience
<input checked="" type="checkbox"/> Illicit discharge detection and elimination	<input checked="" type="checkbox"/> General Public
<input checked="" type="checkbox"/> Household hazardous waste disposal/pet waste management/vehicle washing	<input type="checkbox"/> Public Employees
<input checked="" type="checkbox"/> Yard waste management/pesticide and fertilizer application	<input checked="" type="checkbox"/> Residents
<input checked="" type="checkbox"/> Stream and shoreline management	<input checked="" type="checkbox"/> Businesses
<input checked="" type="checkbox"/> Residential infiltration	<input checked="" type="checkbox"/> Contractors
<input checked="" type="checkbox"/> Construction sites and post-construction storm water management	<input checked="" type="checkbox"/> Developers
<input checked="" type="checkbox"/> Pollution prevention	<input type="checkbox"/> Industries
<input checked="" type="checkbox"/> Green infrastructure/low impact development	<input type="checkbox"/> Public Officials
<input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> Other: <input type="text" value="Students"/>

- e. Will additional information/summary of these education events be attached to the annual report? Yes No

If no, please provide additional comment in the brief explanation box below. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Total number of education events is approximate. One on one communication is not tracked.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 2 : Complete

2. Public Involvement and Participation

a. Permit Activities. Select all of the following topics the Permittee did to engage public participation and involvement.

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
<input checked="" type="checkbox"/> MS4 Annual Report <input checked="" type="checkbox"/> Storm Water Management Program <input type="checkbox"/> Storm Water related ordinance <input type="checkbox"/> Other: <input type="text"/>	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input type="checkbox"/> Residents <input type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input checked="" type="checkbox"/> Public Officials <input type="checkbox"/> Other	11-50	<input type="radio"/> Yes <input checked="" type="radio"/> No

b. Volunteer Activities. Select all of the following audiences targeted for volunteer involvement and participation related to storm water.

NA (Individual Permittee)

Topics Covered	Target Audience	Estimated People Reached (Optional)	Regional Effort (Optional)
Volunteer Opportunity	<input checked="" type="checkbox"/> General Public <input checked="" type="checkbox"/> Public Employees <input checked="" type="checkbox"/> Residents <input checked="" type="checkbox"/> Businesses <input type="checkbox"/> Contractors <input type="checkbox"/> Developers <input type="checkbox"/> Industries <input type="checkbox"/> Public Officials <input type="checkbox"/> Other	101 +	<input checked="" type="radio"/> Yes <input type="radio"/> No

c. Brief explanation on Public Involvement and Participation reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page.*

See attached.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 3 : Complete

3. Illicit Discharge Detection and Elimination

- a. How many total outfalls does the municipality have?
- b. How many outfalls did the municipality evaluate as part of their routine ongoing field screening program?
- c. From the municipality's routine screening, how many were confirmed illicit discharges?
- d. How many illicit discharge complaints did the municipality receive?
- e. From the complaints received, how many were confirmed illicit discharges?
- f. How many of the identified illicit discharges did the municipality eliminate in the reporting year (from both routine screening and complaints)?

(If the sum of 3.c. and 3.e. does not equal 3.f., please explain below.)

- g. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- Verbal Warning
- Written Warning (including email)
- Notice of Violation
- Civil Penalty/ Citation

Additional Information: _____

- h. Brief explanation on Illicit Discharge Detection and Elimination reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Ammonia at CC-97 from groundwater contamination at WWTP. Conductivity locations likely from winter salt. Detergents likely from residential car washing.

Missing Information

Do not close your work until you SAVE.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 4 : Complete

4. Construction Site Pollutant Control

- a. How many total construction sites with one acre or more of land disturbing construction activity were active at any point in the reporting year?
- b. How many construction sites with one acre or more of land disturbing construction activity did the municipality issue permits for in the reporting year?
- c. How many erosion control inspections did the municipality complete in the reporting year (at sites with one acre or more of land disturbing construction activity)?

d. What types of regulatory mechanisms does the municipality have available to compel compliance with this program? Check all that are available and how many times each were used in the reporting year.

- | | |
|---|---------------------------------|
| <input checked="" type="checkbox"/> Verbal Warning | <input type="text" value="55"/> |
| <input checked="" type="checkbox"/> Written Warning (including email) | <input type="text" value="17"/> |
| <input checked="" type="checkbox"/> Notice of Violation | <input type="text" value="2"/> |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation | <input type="text" value="0"/> |
| <input checked="" type="checkbox"/> Stop Work Order | <input type="text" value="1"/> |
| <input type="checkbox"/> Forfeiture of Deposit | <input type="text"/> |
| <input type="checkbox"/> Other - Describe below | <input type="text"/> |

e. Brief explanation on Construction Site Pollutant Control reporting . *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Staff and procedures consistent with 2022. Erosion Control Inspector moved from Public Works to Community Development Department.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 5 : Complete

5. Post-Construction Storm Water Management

- a. How many new structural storm water management Best Management Practice (BMP) have received local approval ?
*Engineered and constructed systems that are designed to provide storm water quality control such as wet detention ponds, constructed wetlands, infiltration basins, grassed swales, permeable pavement,
- b. Does the MS4 have procedures for inspecting and maintaining private storm water facilities? Yes No
- c. If Yes, how many privately owned storm water management facilities were

inspected in the reporting year ? Inspections completed by private landowners should be included in the reported number.

d. Does the municipality utilize privately owned storm water management BMP in its pollutant reduction analysis? Yes No

e. Does MS4 have maintenance authority on these privately owned BMPs?

Yes recorded easements and ordinance in place

f. How many municipally operated (private) storm water management BMPs were inspected in the reporting year? 250

g. What types of enforcement actions does the municipality have available to compel compliance with the regulatory mechanism? Check all that apply and enter the number of each used in the reporting year.

- | | |
|---|----|
| <input checked="" type="checkbox"/> Verbal Warning | 20 |
| <input checked="" type="checkbox"/> Written Warning (including email) | 20 |
| <input checked="" type="checkbox"/> Notice of Violation | 47 |
| <input checked="" type="checkbox"/> Civil Penalty/ Citation | 0 |
| <input type="checkbox"/> Forfeiture of Deposit | |
| <input checked="" type="checkbox"/> Complete Maintenance | 0 |
| <input checked="" type="checkbox"/> Bill Responsible Party | 0 |
| <input type="checkbox"/> Other - Describe below | |

e. Brief explanation on Post-Construction Storm Water Management reporting . *If marked 'Unsure' on any questions above, justify your reasoning. Limit your response to 250 characters and/or attach supplemental information on the attachments page.*

Item f is for municipal BMPs. Verbal and written warnings are not tracked and reported numbers are approximate.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Form 3400-224 (R8/2021)

Minimum Control Measures - Section 6 : Complete

6. Pollution Prevention

Storm Water Management Best Management Practice Inspections Not Applicable

a. Enter the total number of municipally owned or operated (i.e., privately owned BMPs) structural storm water management best management practices. 250

- b. How many new municipally owned storm water management best management practices were installed in the reporting year?
- c. How many municipally owned (public) storm water management best management practices were inspected in the reporting year?
- d. What elements are looked at during inspections (250 character limit)?
- e. How many of these facilities required maintenance?
- f. Brief explanation on Storm Water Management Best Management Practice inspection reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Public Works Yards & Other Municipally Owned Properties that require a stormwater pollution prevention plan (SWPPP)* Not Applicable

- g. How many municipal properties require a SWPPP?
- h. How many inspections of municipal properties have been conducted in the reporting year?
- i. Have amendments to the SWPPPs been made?
 Yes No
- j. If yes, describe what changes have been made. Limit response to 250 characters and/or attach supplemental information on the attachment page:
- k. Brief explanation on Storm Water Pollution Prevention Plan reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

* Any municipally owned property that has the potential to generate stormwater pollution should have a SWPPP. For example, if a municipal property stores compost piles, material storage, yard wastes, etc., outside and can contaminate stormwater runoff—a SWPPP is required.

Collection Services - *Street Sweeping Program* Not Applicable

- l. Did the municipality conduct street sweeping during the reporting year?
 Yes No
- m. If known, how many tons of material was removed?
- n. Does the municipality have a [low hazard exemption](#) for this material? Yes No
- o. If street sweeping is identified as a storm water best management practice in the pollutant loading analysis, was street cleaning completed at the assumed frequency?
 Yes - Explain frequency Per Table 3-2 Citywide Stormwater Management Plan

- No - Explain _____
- Not Applicable

Collection Services - *Catch Basin Sump Cleaning Program* Not Applicable

- p. Did the municipality conduct catch basin sump cleaning during the reporting year? Yes No
- q. How many catch basin sumps were cleaned in the reporting year?
- r. If known, how many tons of material was collected?
- s. Does the municipality have a low hazard exemption for this material? Yes No
- t. If catch basin sump cleaning is identified as a storm water best management practice in the pollutant loading analysis, was cleaning completed at the assumed frequency?
 Yes- Explain frequency Inspect all yrly clean as needed per measure down
 No - Explain _____
 Not Applicable

Collection Services - *Leaf Collection Program* Not Applicable

- u. Does the municipality conduct curbside leaf collection? Yes No
- v. Does the municipality notify homeowners about pickup? Yes No
- w. Where are the residents directed to store the leaves for collection?
 Pile on terrace Pile in street Bags on terrace
 Other - Describe _____
- x. What is the frequency of collection?
Every other week, 3 cycles
- y. Is collection followed by street sweeping? Yes No
- z. Brief explanation on Collection Services reporting. *Limit response to 250 characters and/or attach supplemental information on the attachments page*

Winter Road Management Not Applicable

*Note: We are requesting information that goes beyond the reporting year, answer the best you can.

- aa. How many lane-miles of roadway is the municipality responsible for doing snow and ice control? (*One mile of a two-way road equals two lane miles.*)
- ab. Provide amount of de-icing products used by month last winter season?
 Solids (tons) (ex. sand, or salt-sand)

Product	Oct	Nov	Dec	Jan	Feb	Mar
Salt	<input type="text" value="0"/>	<input type="text" value="143"/>	<input type="text" value="602"/>	<input type="text" value="735"/>	<input type="text" value="1,045"/>	<input type="text" value="575"/>

Liquids (gallons) (ex. brine)

	Oct	Nov	Dec	Jan	Feb	Mar
<u>Brine</u>	1,200	2,944	17,171	10,825	18,289	10,866

- ac. Was salt applying machinery calibrated in the reporting year? Yes No
- ad. Have municipal personnel attended salt reduction strategy training in the reporting year? Yes No

Training Date	Training Name	# Attendance
10/12/2023	Oshkosh Salt Wise Open House	2
9/21/2023	City Snow and Ice Training	14
9/26/2023	City Snow and Ice Training	19

- ae. Brief explanation on Winter Road Management reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page*

Program consistent with previous years.

Internal (Staff) Education & Communication

- af. Has the municipality provided an opportunity for internal training or education to staff implementing the municipality's procedures for each of the pollution prevention program element? Yes No

If yes, describe what training was provided (250 character limit):

- ag. Describe how the municipality has kept the following local officials and municipal staff aware of the municipal storm water discharge permit programs, procedures and pollution prevention program requirements.

Elected Officials

Presentations to Utilities Committee as needed throughout the year

Municipal Officials

Presentations to Utilities Committee as needed throughout the year

Appropriate Staff (such as operators, Department heads, and those that interact with public)

Monthly staff and workgroup meetings

- ah. Brief explanation on Internal Education reporting. *If you marked Unsure for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Pollution Prevention Training for Operations staff not held due to retirements and turnover. Training is back on schedule for 2024.

Missing Information

Do not close your work until you **SAVE**.

Note: For the minimum control measures, you must fill out all questions in sections 1 through 7

Minimum Control Measures - Section 7 : Complete**7. Storm Sewer System Map**

- a. Did the municipality update their storm sewer map this year?

Yes No

If yes, check the areas the map items that got updated or changed:

Storm water treatment facilities

Storm pipes

Vegetated swales

Outfalls

Other - Describe below

- b. Brief explanation on Storm Sewer System Map reporting. *If you marked Unsure for an question for any questions above, justify the reasoning. Limit response to 250 characters and/or attach supplemental information on the attachments page.*

Missing Information

Do not close your work until you SAVE.

Form 3400-224 (R8/2021)

Final Evaluation - Complete

Fiscal Analysis

Complete the fiscal analysis table provided below. For municipalities that do not break out funding into permit program elements, please enter the monetary amount to your best estimate of what funding may be going towards these programs.

Annual Expenditure Reporting Year	Budget Reporting Year	Budget Upcoming Year	Source of Funds
-----------------------------------	-----------------------	----------------------	-----------------

Element: Public Education and Outreach

8,403	8,000	8,000	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Public Involvement and Participation

1,316	5,000	5,000	<u>Storm water utility</u>
-------	-------	-------	----------------------------

Element: Illicit Discharge Detection and Elimination

14,175	20,000	25,000	<u>Storm water utility</u>
--------	--------	--------	----------------------------

Element: Construction Site Pollutant Control

94,108	102,678	113,698	<u>Storm water utility</u>
--------	---------	---------	----------------------------

Element: Post-Construction Storm Water Management

100,896	100,000	95,000	<u>Storm water utility</u>
---------	---------	--------	----------------------------

Element: Pollution Prevention

1,712,987	1,564,840	1,886,650	<u>Storm water utility</u>
-----------	-----------	-----------	----------------------------

Other (describe)

Mapping, Annual Report, DNR fee			
---------------------------------	--	--	--

15,000	12,600	15,000	<u>Storm water utility</u>
--------	--------	--------	----------------------------

Please provide a justification for a "0" entered in the Fiscal Analysis. *Limit response to 250 characters.*

"Other" is not tracked and is an estimate

Water Quality

a: Were there any known water quality improvements in the receiving waters to which the

municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

b: Were there any known water quality degradation in the receiving waters to which the municipality's storm sewer system directly discharges to?

Yes No Unsure If Yes, explain below:

c: Have any of the receiving waters that the municipality discharges to been added to the impaired waters list during the reporting year?

Yes No Unsure

d: Has the municipality evaluated their storm water practices to reduce the pollutants of concern?

Yes No Unsure

Storm Water Quality Management

a. Has the municipality completed or updated modeling in the reporting year (relating to developed urban area performance standards of s. NR 151.13(2)(b)1., Wis. Adm. Code)? Yes No

b. If yes, enter percent reduction in the annual average mass discharging from the entire MS4 to surface waters of the state as compared to implementing no storm water management controls:

Total suspended solids (TSS)

Total phosphorus (TP)

Status of Total Maximum Daily Loads (TMDLs) Implementation

The permittee Appleton City is subject to the following approved TMDLs: Lower Fox River Basin and Lower Green Bay; Upper Fox and Wolf River Basin

The permittee intends to comply with the following permit requirements to show progress towards meeting the TMDL:

[A.3.1] The Permittee is following the TMDL Compliance Plan, which received department concurrence prior to April 30, 2019.

The permittee is confirming that all planned efforts are on schedule.

Agree Disagree

An attached explanation is required.

Additional Information

Based on the municipality's storm water program evaluation, describe any proposed changes to the municipality's storm water program. *If your response exceeds the 250 character limit, attach supplemental information on the attachments page.*

No changes are proposed at this time.

Do not close your work until you SAVE.

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Form 3400-224 (R8/2021)

Requests for Assistance on Understanding Permit Programs

Would the municipality like the Department to contact them about providing more information on understanding any of the Municipal Separate Storm Sewer Permit programs?

Please select all that apply:

- Public Education and Outreach
- Public Involvement and Participation
- Illicit Discharge Detection and Elimination
- Construction Site Pollutant Control
- Post-Construction Storm Water Management
- Pollution Prevention
- Storm Water Quality Management
- Storm Sewer System Map
- Water Quality Concerns
- Compliance Schedule Items Due
- MS4 Program Evaluation

Do not close your work until you **SAVE**.

Form 3400-224(R8/2021)

Required Attachments and Supplemental Information

Any other MS4 program information for inclusion in the Annual Report may be attached on here. Use the Add Additional Attachments to add multiple documents.

Upload Required Attachments (15 MB per file limit) - [Help reduce file size and trouble shoot file uploads](#)

*Required Item

Note: To replace an existing file, use the 'Click here to attach file ' link or press the to delete an item.

TMDL Status Explanation



2023 TMDL implementation
for MS4 Report.pdf
PDF File
49.7 KB

Attach - Other Supporting Documents

AR IDDE

File Attachment

[_Appleton Summary Report 2023 Part 1.pdf](#)

AR IDDE

File Attachment

[_Appleton Summary Report 2023 Part 2.pdf](#)

AR IP

File Attachment

[2023 Public Participation completed activities.pdf](#)

AR EO

File Attachment

[2023 I&E Completed Activities.pdf](#)

AR Other

File Attachment

[2023 staff training combined.pdf](#)

AR SWGroupReport

File Attachment

[NEWSC Annual Report 2023 .pdf](#)

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Attach - Permit Compliance Documents

(To remove items, use your cursor to hover over the attachment section. When the drop down arrow appears, select remove item)

Missing Information

Draft and Share PDF Report with the permittee's governing body or delegated representatives.

Press the button below to create a PDF. The PDF will be sent to the email address associated with the WAMS ID that is signed in. After the annual report has been reviewed by the governing body or delegated representative, return to the MS4 eReporting System to submit the final report to the DNR.

[Draft and Share PDF Report](#)

Sign and Submit Your Application

Steps to Complete the signature process

1. Read and Accept the Terms and Conditions
2. Press the Submit and Send to the DNR button

NOTE: For security purposes all email correspondence will be sent to the address you used when registering your WAMS ID. This may be a different email than that provided in the application. For information on your WAMS account click [HERE](#).

Terms and Conditions

Certification: I hereby certify that I am an authorized representative of the municipality covered under Appleton City MS4 Permit for which this annual report or other compliance document is being submitted, and that the information contained in this submittal and all attachments were gathered and prepared under my direction or supervision. Based on my inquiry of the person or persons under my direction or supervision involved in the preparation of this document, to the best of my knowledge, the information is true, accurate, and complete. I further certify that the municipality's governing body or delegated representatives have reviewed or been apprised of the contents of this annual report. I understand that Wisconsin law provides severe penalties for submitting false information.

Signee (must check current role prior to accepting terms and conditions)

- Authorized municipal contact using WAMS ID.
- Delegation of Signature Authority (Form 3400-220) for agent signing on the behalf of the authorized municipal contact.
- Agent seeking to share this item with authorized municipal contact (authorized municipal contact must get WAMS id and complete signature).

Name:

Title:

Authorized Signature.

- I accept the above terms and conditions.

After providing the final authorized signature, the system will send an email to the authorized party and any agents. This email will include a copy to the final read only version of this application.

1	6. Inform and educate those responsible for the design, installation, and maintenance of construction site practices and stormwater management facilities on how to design, install, and maintain the practices.	1. Design consultants 2. Contractors 3. City staff	10. One-on-one communication	X		X		Throughout the year		
2			12. Pre-submittal and Pre-construction meetings	X		X		Throughout the year		
3			18. FWWA Watershed Conference	X		X		Sponsored and on planning committee		
4			19. Plan review	X		X		Several staff attended the conference		
5								ESC and SWM plan review verbal and written discussion		
6								1 by City staff and City's consultants		
7			7. Identify businesses and activities that may pose a stormwater contamination concern, and educate those specific audiences on methods of stormwater pollution prevention.	1. Restaurants 2. Power Washing companies	10. One on One communication with standard inspections by Plumbing and Health Depts	X		X		Throughout the year
2					1. Mailing					Mailing not done due to staff shortage
3					11. NEWSC Exhibiting	X			X	See NEWSC report
4					14. NEWSC school presentation	X			X	See NEWSC report
5								1		
6	8. Promote environmentally sensitive land development designs by developers and designers, including green infrastructure and low impact development.	1. Owners/Developers 2. Designers	10. One-on-one communication	X		X		Discuss individual projects during the year		
7			10. One-on-one communication	X		X		Discuss individual projects throughout theyear		
8			18. Sponsor FWWA Watershed Conference	X		X		Sponsored and participated in planning		
9										
10								1		
								8 Completed topics		
	Passive Mechanisms		Active Mechanisms					6 Number of topics required		
1	1. Mailing	0	10. One-on-One communication	1						
1	2. Newsletter	1	11. NEWSC Exhibiting	1						
3	3. NEWSC Posters	1	12. Meetings	1						
2	4. Website	0	13. Group Training	0						
1	5. Signage	0	14. Presentations	1						
	6. Stormwater Credit Policy Pledge Supporter		15. Summer Camp	0						
			16. River Cleanup	1						
8	Total Passive Mechanisms Used	2	17. Utilities Committee Meeting	0						
			18. Workshops/Conferences	1						
			19. Plan review	1						
	Key:		Total Active Mechanisms Used	7						
	1= used during the year		Required Active Mechanisms	2						
	0= not used during the year									

Topics	Year													
	2019		2020		2021		2022		2023					
	Active	Passive	Active	Passive	Active	Passive	Active	Passive	Active	Passive				
1. IDDE	4	2	2	2	5	2	4	2	4	2				
2. HHH, Pets, Vehicles, etc	3	3	2	3	3	3	2	3	2	3				
3. Yard Waste, Pesticide, Fertilizer	3	3	1	3	2	3	2	3	2	3				
4. Stream and Shoreline	3	0	2	0	2	0	2	0	3	0				
5. Residential Infiltration	0	1	0	1	0	1	1	1	2	1				
6. ESC and Post Construction	4	0	4	0	4	0	4	0	4	0				
7. Pollution Prevention	0	1	0	0	0	1	1	2	3	0				
8. Green Infrastructure/Low Impact	3	0	3	0	3	0	3	0	3	0				
Totals	20	10	14	9	19	10	19	11	23	9				

January 2024			
	SECTION 2.2 PUBLIC INVOLVEMENT AND PARTICIPATION		
ACTIVITY	2023		2023 Completed
Annual Report	Target Participants:		
	General Public		
Due to WDNR March 31 each year	Elected Officials		
	Delivery Mechanism:		
	Committee agenda on website		March 3, 2023
	Utilities Committee meeting		March 7, 2023
	Common Council meeting		March 15, 2023
	Date: March		
Stormwater Management Program	Target Participants:		
	General Public		
	Elected Officials		
Move requirement 2.4 Erosion and Sediment Control and portions of 2.3 Illicit Discharge tracking and response from the Department of Public Works to the Community and Economic Development Department	Delivery Mechanism:		
	Committee agenda on website		April 7, 2023
	Human Resources Committee meeting		April 12, 2023
	Common Council meeting		April 19, 2023
	Date: Once per year		
Ordinance Updates	Target Participants:		
	General Public		
Erosion and Sediment Control	Elected Officials		There were no ordinance changes in 2023
	Design Consultants		
Illicit Discharge	Developers		
	Contractors		
Post Construction Stormwater Management	Delivery Mechanism:		
	Committee agenda on website		
	Utilities Committee Presentation		
	Common Council meeting		
	Date: As needed		
Volunteer Activity	Target Participants:		
	General Public		
	City Staff		
	Delivery Mechanism:		
	Sponsor FWWA Cleanup		Sponsored at \$2,500 level
	Date: Spring		May 6, 2023

2023 ANNUAL REPORT



NORTHEAST WISCONSIN STORMWATER CONSORTIUM



2023

ANNUAL REPORT

NEWSC Mission:

To facilitate efficient implementation of stormwater programs locally and regionally that will meet DNR and EPA regulatory requirements and maximize the benefit of stormwater activities to the watershed by:

- Fostering partnerships
- Sharing Information
- Seeking Administrative Efficiency
- Pooling Financial Resources

The Northeast Wisconsin Stormwater Consortium was formed in 2005 as a subsidiary of the Fox-Wolf Watershed Alliance. The consortium is a collaborative of members with leadership elected annually from within its membership.

NORTHEAST WISCONSIN STORMWATER CONSORTIUM

PO Box 1861
Appleton, Wi 54912

NEWSC Coordinator: Alyssa Reinke
Email: Alyssa@fwwa.org
Phone: (920)851-4336

2023 NEWSC MEMBERS

Brown County	Town of Grand Chute	University of WI – Oshkosh
Calumet County	Town of Lawrence	
Fond du Lac County	Town of Ledgeview	AECOM
Outagamie County	Town of Neenah	Ayres Associates
Winnebago County	Town of Omro	Brown & Caldwell
	Town of Scott	Cedar Corporation
City of Appleton	Town of Taycheedah	Contech Construction
City of De Pere	Town of Vinland	County Materials
City of Fond du Lac		Davel Engineering
City of Green Bay	Village of Allouez	Mach IV Engineering & Surveying
City of Kaukauna	Village of Ashwaubenon	Martenson & Eisele
City of Manitowoc	Village of Bellevue	Mau & Associates
City of Marinette	Village of Combined Locks	McMAHON Group
City of Menasha	Village of Eden	Mead & Hunt
City of Neenah	Village of Fox Crossing	MSA Professional Services
City of Oshkosh	Village of Greenville	raSmith
City of Two Rivers	Village of Harrison	Robert E. Lee Associates
	Village of Hobart	Ruekert & Mielke
Town of Algoma	Village of Howard	Westwood Professional Services
Town of Black Wolf	Village of Kimberly	
Town of Buchanan	Village of Little Chute	
Town of Clayton	Village of N. Fond du Lac	
Town of Fond du Lac	Village of Sherwood	
Town of Friendship	Village of Suamico	



Renew Our Waters

Every choice counts.

ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION - MINIMUM CONTROL MEASURES

MCM #1 PUBLIC EDUCATION & OUTREACH

Topic #1: Illicit Discharge Detection & Elimination

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Carpet Cleaning Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Professional-Carpet-Cleaning.pdf
Carpet Cleaning Website	http://www.renewourwaters.org/carpet-cleaning-2/
Carpet Cleaning Website Updated	https://fwwa.org/2023/01/18/carpet-cleaning/
Greenhouses, Garden Centers, & Nurseries Fyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Garden-Centers.pdf
Professional Power Washing Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Power-washing-for-the-professional-washer.pdf
Power Washing Website	http://www.renewourwaters.org/power-washing/
Concrete Washout Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Concrete-Washout.pdf
Construction Site Erosion & Sediment Control	http://www.renewourwaters.org/wp-content/uploads/2019/07/Construction-BMPs-Erosion-Sediment-Control.pdf
Dumpster Management Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Dumpster-Management-bilingual-pamphlet.pdf
Dumpster Managment Poster	https://drive.google.com/file/d/1736Sg155_XWFND0kH4nHq1MQowgiuD8_/view?usp=sharing
Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Parking-Lot-BMP.pdf

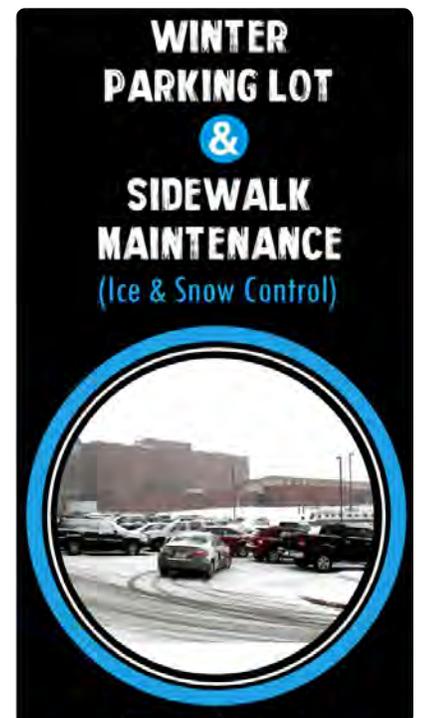
***Did you have inspectors in your community stop by any businesses this year?
Did they do illicit discharge inspections and meet with area businesses about illicit discharge?
If so, you can record those interactions as active outreach.***

MCM #1 PUBLIC EDUCATION & OUTREACH

Topic #1: Illicit Discharge Detection & Elimination

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2015/04/Parking-Lot-BMP.pdf
Winter Parking Lot Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/11/Parking-Lot-Maintenance-Winter-BMPs.pdf
Fish Don't Swim in Chlorine Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Pool-Spa-Discharge.pdf
Fish Don't Swim in Chlorine Website	http://www.renewourwaters.org/pools-and-spas/
Fish Don't Swim in Chlorine Website Updated	https://fwwa.org/2023/01/18/fish-dont-swim-in-chlorine-2/

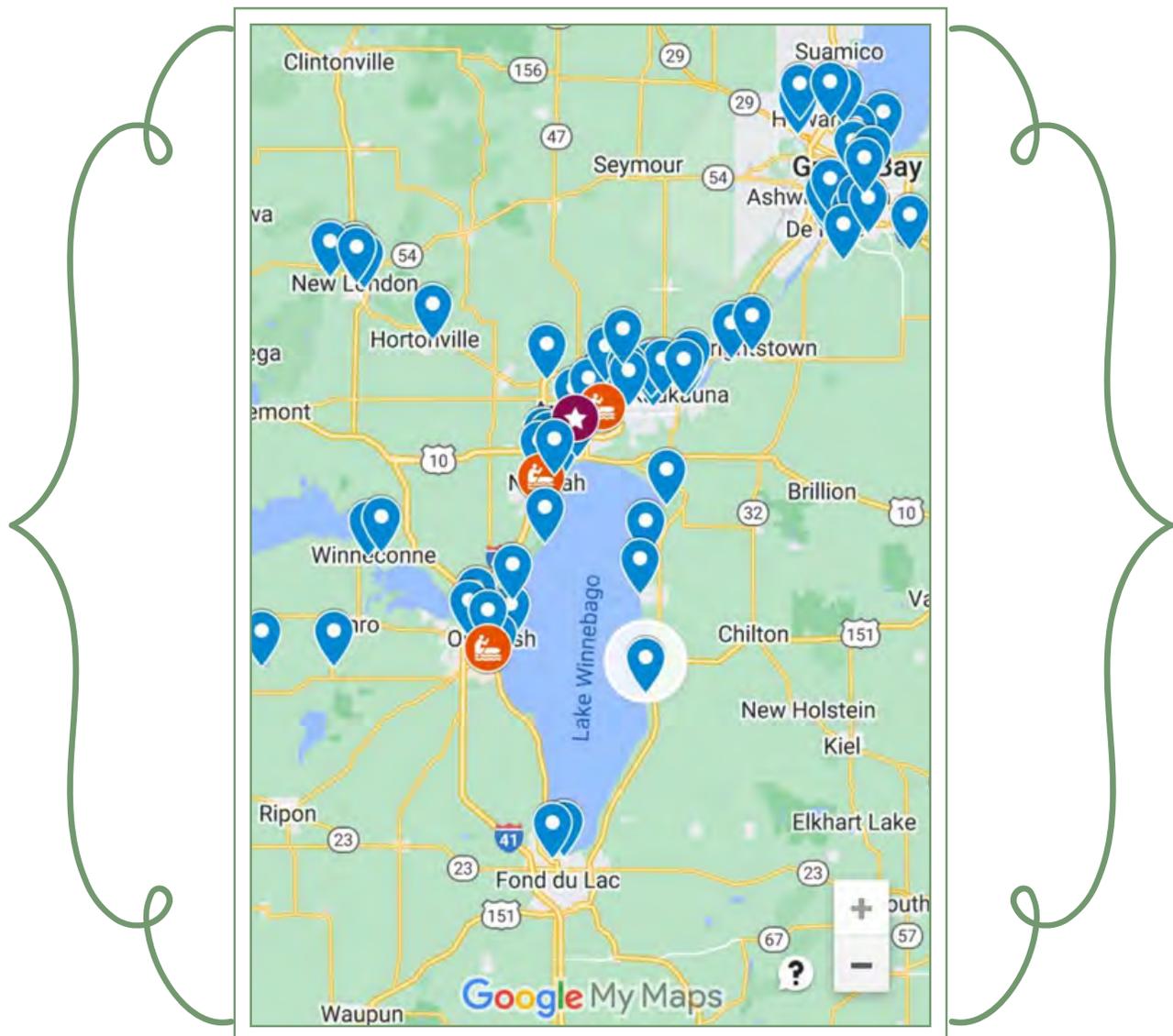


***Did you have inspectors in your community stop by any businesses this year?
Did they do illicit discharge inspections and meet with area businesses about illicit discharge?
If so, you can record those interactions as active outreach.***

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: ANNUAL WATERSHED CLEANUP - IDDE EDUCATION FOR VOLUNTEERS

Fox-Wolf Watershed Alliance hosts Northeast Wisconsin's largest volunteer trash cleanup May 6, 2023. We continue to add sites every year. Over 1,600 volunteers joined us in 2023 to clean up over 65 public sites in our watershed. Volunteers started the morning by meeting at their assigned sites, with their site leaders. They learn about trash collection and pollution (illicit discharge) in addition to how to properly retrieve, collect, and dispose of it. After the cleanup, trash weights are totaled and volunteers join us for our annual Cleanup Picnic. Fox-Wolf staff work the event to assist in the fun activities, but also to interact and educate the participants.

There are 65+ cleanup sites located along the Fox River, the Wolf River, Lake Butte des Morts, Lake Winnebago, Lake Winneconne, the East River, the bay of Green Bay, and more throughout the Fox-Wolf River Basin. If your community would like a site added for 2024, contact Sharon (CleanUp@fwwa.org). Sites should have public access. Communities are asked to provide a site leader for the 1st year.



***Additional data and volunteer trash totals can be found under
MCM #2 Public Involvement and Participation (Volunteer Activities)**

NEWSC ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: ANNUAL WATERSHED CLEANUP - IDDE EDUCATION FOR VOLUNTEERS CONTINUED

*Total number of active education participants by community

Municipality	Number of Volunteers
Allouez	19
Appleton	196
Brown County	71
Calumet County	48
Combined Locks	41
De Pere	42
Fond du Lac	98
Fox Crossing	20
Grand Chute	11
Green Bay	114
Hortonville	52
Howard	23
Kaukauna	76
Kimberly	63
Ledgeview	38
Little Chute	56
Menasha	76
Neenah	118
New London	35
Oshkosh	226
Winnebago County	87
Winneconne	43
Wrightstown	24



NEWSG ACTIVE PRESENTATION DELIVERY ON BEHALF OF MEMBERS: 2023/2024 CHLORIDE MONITORING - IDDE EDUCATION FOR VOLUNTEERS

Chloride volunteers were trained and received active participation education. During trainings, participants learned about chlorides and their impact on our waterways, proper winter salting/maintenance practices, and Documentation numbers are below and detailed data and photos can be found on the Google Map.

<https://www.google.com/maps/d/u/0/viewer?>

[mid=1hBOxrw1PIrzz9bsalgCTdEIFGvjdrM0&ll=44.371693999171775%2C-88.29907499999997&z=8](https://www.google.com/maps/d/u/0/viewer?mid=1hBOxrw1PIrzz9bsalgCTdEIFGvjdrM0&ll=44.371693999171775%2C-88.29907499999997&z=8)

Virtual/Online training recording:

<https://drive.google.com/file/d/1km9X-ez1lStSyE5hVRooJNMIkq7hF4Qr/view?usp=sharing>

*Total number of active education participants by community

Municipality	Number of Active Education Volunteers
Brown County	2
Fond du Lac County	1
Outagamie County	3
Winnebago County	1
City of Fond du Lac	2
City of Green Bay	1
City of Menasha	1
City of Oshkosh	2

Municipality	Number of Active Education Volunteers
Town of Algoma	1
Town of Grand Chute	1
Town of Ledgeview	1
Town of Neenah	1
Town of Vinland	1
Village of Fox Crossing	1
Village of Harrison	1
Village of Howard	1

***Additional data and volunteer totals can be found under
MCM #2 Public Involvement and Participation (Volunteer Activities)**

Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Household Hazardous Waster Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Household-Hazardous-Waste.pdf
Hazardous Waste Website	https://www.renewourwaters.com/our-pets-our-waters/
Household Hazardous Waste Website Updated	https://fwwa.org/2023/01/18/household-hazardous-waste/
Carpet Cleaning Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/carpet-cleaning.pdf
Carpet Cleaning Website	http://www.renewourwaters.org/carpet-cleaning-2/
Carpet Cleaning Website Updated	https://fwwa.org/2023/01/18/carpet-cleaning/
Kids Can Help Too Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Kids-can-help-too.pdf
Kids Can Help Too Website	http://www.renewourwaters.org/kids-can-help-too-3/
Kids Can Help Too Website Updated	https://fwwa.org/2023/01/18/kids-can-help-too/
Good Dog, Good Owner Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Good-Dog-Good-Owner.pdf
Good Dog, Good Owner Website	http://www.renewourwaters.com/our-pets-our-waters/
Good Dog, Good Owner Website Update	https://fwwa.org/2023/01/18/good-dog-good-owner/
Good Dog, Good Owner Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/Good-Dog-Good-Owner-Web-Ready.png

***Did you exhibit or do any community presentations that hit on these topics?**

If so, you can record those interactions as active outreach.

Did you issues dog licenses? If you do and you talked with residents about proper pet waste management you can claim that interaction as active education.

Did you host a household hazardous waste collection day? If you did and you talked with residents about impacts of improper disposal, count this as active outreach.

Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing Continued

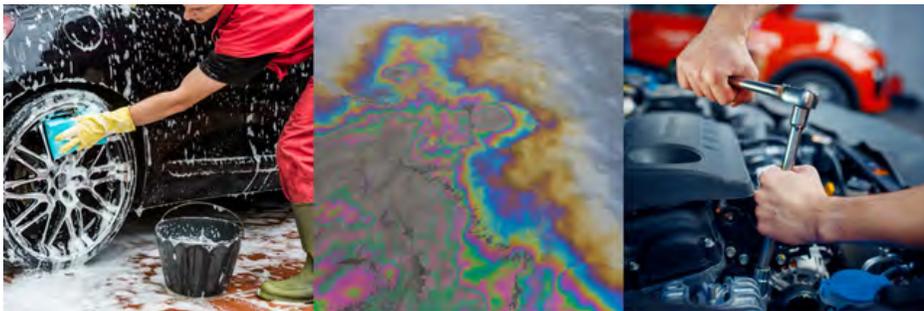
Power Washing Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Power-Washing-Home.pdf
Power Washing Website	http://www.renewourwaters.org/power-washing/
Fish Don't Swim in Chlorine Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Pool-Spa-Discharge.pdf
Fish Don't Swim in Chlorine Website	http://www.renewourwaters.org/pools-and-spas/
Fish Don't Swim in Chlorine Website Updated	https://fwwa.org/2023/01/18/fish-dont-swim-in-chlorine-2/
Vehicle Maintenance Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Vehicle-Maintenance.pdf
Vehicle Maintenance Website	http://www.renewourwaters.org/vehicle-maintenance-2/
Vehicle Maintenance Website Updated	https://fwwa.org/2023/01/18/vehicle-maintenance/
Car Washing Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/Car-on-GrassSM.jpg

In 2023, we started to update and reformat a lot of our content. If you did not see our new website for Renew Our Waters, please check it out. There is still content being added in 2024.

<https://fwwa.org/what-we-do/renew-our-waters/>

Additionally, NEWSC educational flyers can be found through the member portal.

<https://fwwa.org/what-we-do/newsc/newsc-member-resources/>



***Did you exhibit or do any community presentations that hit on these topics?
If so, you can record those interactions as active outreach.**

Do you issue permits for pools? If you do and you talked with residents about pool or spa discharge you can claim that interaction as active education.

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.



Leave Your Leaves on Land Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Leave-Your-Leaves-on-Land.pdf
Leave Your Leaves on Land Website	http://www.renewourwaters.org/leave-your-leaves-on-land/
Leave Your Leaves on Land Website Updated	https://fwwa.org/2023/09/26/leaveyourleavesonland/
The Perfect Lawn Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Perfect-Lawn.pdf
The Perfect Lawn Website	https://www.renewourwaters.org/the-perfect-lawn-3/
Perfect Landscapes Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Pefect-Landscape-7.9.19.pdf
Perfect Landscapes Website	http://www.renewourwaters.org/the-perfect-landscape/
Perfect Landscapes Website Updated	https://fwwa.org/2023/01/18/the-perfect-landscape/
Kids Can Help Too Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Kids-can-help-too.pdf
Kids Can Help Too Website	http://www.renewourwaters.org/kids-can-help-too-3/
Kids Can Help Too Website Updated	https://fwwa.org/2023/01/18/kids-can-help-too/

***Did you exhibit or do any community presentations that hit on these topics?**

If so, you can record those interactions as active outreach.

Do you have a yard waste disposal site or require a permit/pass? If you do and you talked with residents about yard waste management you can claim that interaction as active education.

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application Continued

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Ice & Snow Control Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/Leave-Your-Leaves-on-Land.pdf
Ice & Snow Control Website	http://www.renewourwaters.org/ice-and-snow-control-3/
Ice & Snow Control Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/leaf-collection.jpg
Sweep Grass Clippings Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/grassclippingsROW.jpg

***Did you exhibit or do any community presentations that hit on these topics?
If so, you can record those interactions as active outreach.**



In 2023, we started to update and reformat our content. If you did not see our new website for Renew Our Waters, please check it out. There is still content being added in 2024. Please note, the links to the previous Renew Our Waters website will become inactive in 2024. If you link to the old site on any of your pages, make sure to update these in 2024.

<https://fwwa.org/what-we-do/renew-our-waters/>

Additionally, NEWSC educational flyers can be found through the member portal.

<https://fwwa.org/what-we-do/newsc/newsc-member-resources/>

Topic #4: Stream and Shoreline Management

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Restore Your Shore Flyer	https://drive.google.com/file/d/1Qcel0qumtuyfu204Qg9kMFa1BSZjb4DA/view?usp=sharing
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***Did you meet with homeowners to educate them on streambank erosion and BMPs to reduce erosion? You can record these discussions as active outreach.**

Topic #5: Residential Infiltration

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Rain Barrel Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/04/Rain-Barrels-Handout.pdf
Rain Barrel Website	http://www.renewourwaters.org/rain-barrels/
Rain Barrel Website Updated	https://fwwa.org/2023/01/18/rain-barrels-2/
The Perfect Lawn Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Perfect-Lawn.pdf
The Perfect Lawn Website	https://www.renewourwaters.org/the-perfect-lawn-3/
Perfect Landscapes Flyer	http://www.renewourwaters.org/wp-content/uploads/2019/07/The-Pefect-Landscape-7.9.19.pdf
Perfect Landscapes Website	http://www.renewourwaters.org/the-perfect-landscape/
Perfect Landscapes Website Updated	https://fwwa.org/2023/01/18/the-perfect-landscape/
Grass Clippings Infographic	http://www.renewourwaters.org/wp-content/uploads/2019/07/grassclippingsROW.jpg

***Did you host a rain barrel workshop? If so, claim active outreach for this topic.**

Topic #6: Construction Sites/Post Construction Stormwater Management

The resources below were created by NEWSC and are available for NEWSC members to print and mail out to local businesses, share on social media or have available to residents by printing and displayed at the office or other public venue. If used in the in the manner above: Delivery Mechanism would be passive.

Stormwater & the Construction Industry Poster	http://www.renewourwaters.org/wp-content/uploads/2019/07/Construction-BMPs-Erosion-Sediment-Control.pdf
Erosion & Sediment Control Pocket Field Guide	https://drive.google.com/file/d/1TBtgl61znizXDZyLoDRVRVNHxThD40kH/view?usp=sharing

***Did you have active discussions regarding construction site erosion control? If you used these materials or other educational materials and had meetings/trainings (even 1 on 1 meetings with builders/contractors/inspectors) then you can record that interaction as an active outreach. This training may have included the NEWSC Excal Video below.**

Excal Visual Videos on Erosion Control available for member checkout in 2023

“Ground Control” – Stormwater for Construction BMPs

This employee training kit is designed to show employees how erosion, sediments and other potential surface water pollutants are controlled at construction sites. The program focuses on Best Management Practices (BMPs) that are widely used at most construction sites including: silt fence, stabilized entrances/exits, drop inlet protectors and others. The program illustrates how these BMPs work and how they can fail. (14 minutes)

Click here to preview from Excal Visual's site:

<https://www.excalvisual.com/ground-control-extended-preview>

BMP Master List

The purpose of the Stormwater Quality Management BMP master list is to allow MS4 and Public Works managers to easily search available stormwater and erosion control BMPs based on target pollutants, WDNR Technical Standards, and keywords. The master list provides insight into the benefits and limitations of each BMP, allowing the user to have a brief understanding of each device to help guide decision making when implementing or reviewing projects. The spreadsheet can be found on the NEWSC member resources page on newsc.org and [HERE](#).

Model Ordinance Reference Guides

NEWSC's Construction Site Erosion Control Reference Guide and Post-Construction Pollution Control Reference Guide – the companion documents to NEWSC's model ordinances – have been updated and are available for member use. The documents can be found on the NEWSC member resources page on newsc.org.

TOPIC #7: POLLUTION PREVENTION

The resources below were created by NEWSC and are available for NEWSC members to print and post by time clocks for training municipal staff. If used in the manner above: Delivery Mechanism would be passive.

Fleet Maintenance	https://drive.google.com/file/d/1fIRY40S5nhHZU_7clwGTHtDfwgLt7wbu/view?usp=sharing
Land Disturbances	https://drive.google.com/file/d/1VujZccTojAWZhjVcp4e6A9HytWjVAkGu/view?usp=sharing
Materials Storage and Spill Cleanup	https://drive.google.com/file/d/1J_2_SuMYXwmOsqdpsdIINR_0kJ3qKMu/view?usp=sharing
Parks and Ground Maintenance	https://drive.google.com/file/d/14r436EKrJM44x_iPgioWXFrspmqbTVAq/view?usp=sharing
Solid Waste Operations	https://drive.google.com/file/d/1r2gimtAsRanIpxSCevFntWMJwI5Z5tMS/view?usp=sharing
Street and Drainage Maintenance	https://drive.google.com/file/d/1KtkoijMCIPVBhv5VOhYERUIrH52NFXo/view?usp=sharing

Municipal Staff PSAs

Mowing	https://drive.google.com/file/d/1h-tz-pzbTow-xMelISeG30YkN_L-uERr/view?usp=drive_link
Leaf Collection	https://drive.google.com/file/d/1ZSndB33w39XudANHWeTFRcaRjqaP144C/view?usp=sharing
Salt, Brine, & Sand	https://drive.google.com/file/d/1W8GWi9CTSsTd1Nbzfs2UQp5rxSXYea_P/view?usp=sharing

***Did you have active pollution prevention trainings? If you used these materials or other educational materials and had meetings/trainings, then you can record that interaction as an active outreach.**

These trainings may have included the NEWSC Excal Videos below.

Did you talk about any of the Municipal Staff PSAs with any employees, at a team meeting, or during a "tool box talk"?

Topic #7: Pollution Prevention Continued

Excal Visual Videos on Pollution Prevention available for member checkout in 2023

"Rain Check" - Stormwater Pollution Prevention for MS4s

Regulated municipalities and other municipal separate storm sewer system (MS4) operators must prevent pollutants from entering their storm drainage systems. One element of this requirement is preventing stormwater pollution by municipal facilities such as fleet maintenance shops, bus barns, sanitation facilities, parks and street sweeping operations. This program shows employees how to practice good housekeeping, spill response, materials management, vehicle fueling and washing and the other BMPs profiled in the "National Menu". {Program versions run between: 19 -and up to- 31 minutes}"

Click here to preview from Excal Visual's site:
<https://www.excalvisual.com/swrc-extended-preview>

"Storm Warnings" - Stormwater Pollution Prevention

This training kit is designed to provide general awareness training to employees and contractors about stormwater pollution prevention. It describes Best Management Practices (BMPs) that are useful and important at a wide range of regulated facilities. It covers good housekeeping and other BMPs that help protect stormwater run-off. The kit includes a template to guide the trainer through creating site specific training to use in addition to the general training in the video. (18 minutes)

Click here to preview from Excal Visual's site:

<https://www.excalvisual.com/storm-warning-extended-preview>

MUNICIPAL STAFF PSA: MOWING

Smart Mowing

- Mow grass as high as possible and leave the clippings on the lawn
- Mulch grass clippings
- Put mower tire on the curb with the blower pointed to the grass while mowing

Communicate

- Ask supervisors or management about proper procedures
- Bring up issues seen on site
- Ask questions about proper fertilizer application

Debris Management

- Sweep or blow clippings onto grass from paved surfaces
- Do not put debris or clippings in storm drains or waterways
- Remove debris or litter from storm drains

Did you know?

Grass clippings and leaves add excess nutrients like nitrogen and phosphorus in our local waterways. This leads to increased risk of algae blooms. Keeping grass and leaves off of paved surfaces, away from and out of stormwater systems, and out of our waters help keep the water clean and helps your community meet their water quality standards.

TOPIC #8: GREEN INFRASTRUCTURE/LOW IMPACT DEVELOPMENT

NEWSC will be gathering resources for members to use going forward in 2024.

***Did you have active discussion with elected officials or developers about low impact residential design? If you had meetings/trainings or provided presentations on the topic, then you can record that interaction as an active outreach.**

ACTIVE OUTREACH THAT COVERS MULTIPLE TOPICS

The presentations and exhibiting events on the pages that follow can count towards active delivery of any of the topics identified in the table associated with the presentation.

2023 School Presentations

Stormwater Topic:	Discussed?	Stormwater Topic:	Discussed?
Illicit Discharge Detection & Elimination	YES	Residential Infiltration	YES
Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	YES	Construction Sites and Post Construction Stormwater Management	YES
Yard Waste Management/Pesticide and Fertilizer Application	YES	Pollution Prevention	YES
Stream and Shoreline Management	YES	Green Infrastructure/Low Impact Development	NO



2023 School Presentations Continued

The following presentations were provided in classrooms or virtually in NEWSC communities throughout the Fox-Wolf River Basin in 2023. These lessons covered watershed basics, how we use water, water quality, stormwater runoff pollution, floodplains, water quantity issues, green infrastructure, and tips for students and parents for reducing and preventing polluted stormwater runoff. Tools used for providing this education include: EnviroScape model, Ward's Floodplain model, stormwater find-it jars, stormwater runoff plinko, and templates for designing storm drain murals.

Name of School/School Event	Date of Presentation	Number of Approximate Reach
Oshkosh North High School	2/15/2023	60
Black Creek Elementary Middle School	9/27/2023	35
Xavier Middle School, Appleton	9/27/2023	111
Horizons Elementary School, Appleton	9/27/2023	88
Columbus, Appleton	9/27/2023	20
St. Peters Lutheran	9/27/2023	29
River View Middle School, Kaukauna	9/28/2023	300

Outagamie County Conservation Field Days

- 9/27/2023; approximate reach 303
- 9/28/2023; approximate reach 341



2023 NEWSC Exhibiting

The presentations and exhibiting events on the pages that follow can count towards active delivery of any of the topics identified in the table associated with the presentation.

Stormwater Topic:	Discussed?	Stormwater Topic:	Discussed?
Illicit Discharge Detection & Elimination	YES	Residential Infiltration	YES
Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing	YES	Construction Sites and Post Construction Stormwater Management	NO
Yard Waste Management/Pesticide and Fertilizer Application	YES	Pollution Prevention	YES
Stream and Shoreline Management	YES	Green Infrastructure/Low Impact Development	NO



2023 Exhibiting



Municipality	Date	Number of Contacts
Calumet County	6/25/2023	183
City of Menasha	11/9/2023	60
City of Appleton	8/15/2023	10
City of De Pere	8/30/2023	18
City of Fond du Lac	6/11/2023	108
City of Fond du Lac	6/10/2023	358
City of Green Bay	6/17/2023	9
City of Green Bay	3/24/2023	11
City of Kaukauna	9/23/2023	55
City of Oshkosh	4/13/2023	8
City of Oshkosh	3/17/2023	20
City of Oshkosh	1/25/2023	12
Town of Clayton	8/19/2023	83
Town of Grand Chute	8/1/2023	105
Town of Ledgeview	4/4/2023	32
University of Wisconsin Oshkosh	10/11/2023	15
Village of Ashwaubenon	8/12/2023	64
Village of Combined Locks	8/26/2023	102
Village of Kimberly	10/20/2023	1500

NEWSC 2024-2025 Exhibiting List

NEWSC member communities are included in an annual exhibiting plan once during the 5 year permit cycle. Communities planned for 2024 and 2025 are listed below:

2024	2025
City of Fond du Lac	City of Green Bay
City of Two Rivers	City of Menasha
Outagamie County	Calumet County
City of De Pere	Village of Combined Locks
City of Manitowoc	Village of Hobart
City of Neenah	Village of Little Chute
Town of Vinland	Town of Black Wolf
Town of Omro	Town of Fond du Lac
Village of Little Chute (2023)	
Village of Suamico (2023)	
Brown County (2023)	

To ensure your space is reserved NEWSC members must:

1. **Contact the Outreach Coordinator by March 30** of the year you are scheduled with the name of the event, date of the event, and the contact information for the event organizer that you would like the Outreach Coordinator to be a part of.
2. Work with the Outreach Coordinator and the event organizer to ensure acceptance of NEWSC participation at the event. The NEWSC member must pay any exhibiting fees (if applicable) for the event. For most community events, NEWSC members are able to coordinate with the event host for a free exhibiting space, if the event chosen does not waive exhibiting fees for the community, those fees are the responsibility of the NEWSC member.

If communities do not schedule the Outreach Coordinator to participate by March 30, invitations to the Outreach Coordinator from other communities for events will be entertained and all will be accepted as time is available on a first come first serve basis. If the Outreach Coordinator is unable to exhibit in your community due to workload or date of event, NEWSC members may check out exhibiting materials from NEWSC. Promotional materials will be provided as part of the exhibiting display if NEWSC has promotional items to hand out.



PASSIVE OUTREACH THAT COVERS MULTIPLE TOPICS

NEWSC Media Continued by Topic

Topic #1: Illicit Discharge Detection & Elimination

2023 Totals

Facebook:
 Likes: 398
 Shares: 196
 Followers: 5,079

Instagram:
 Likes: 170
 Followers: 1,083

Topic#1 Total

Facebook:
 Likes: 203
 Shares: 72

Date	Topic	Likes	Shares	Link
1/12/2023	Salt	11	5	https://www.facebook.com/photo/?fbid=545314397783392&set=a.189201083394727
1/13/2023	Salt	6	2	https://www.facebook.com/photo/?fbid=538728978441934&set=a.189201083394727
1/14/2023	Salt	50	5	https://www.facebook.com/photo/?fbid=527852029529629&set=a.189201083394727
1/15/2023	Salt	3	0	https://www.facebook.com/photo/?fbid=520330486948450&set=a.189201083394727
2/9/2023	Watersheds	15	5	https://www.facebook.com/foxwolfriver/posts/pfbid0d7iz2hD2neXiQ4hq6crHG4J5UGPJECTJksvdNWpb3PsnntWjXH4Pv7xq67mBjnvRI
2/20/2023	Carpet Cleaning	3	3	https://www.facebook.com/foxwolfriver/posts/pfbid028okTXbWTADZ7jZbd5YUBCoNSjdnwqH4bhwnqSGjpm1MTK4rSRoVFToLQddEuERBHI
3/22/2023	Protect Our Waters	11	4	https://www.facebook.com/photo/?fbid=527852029529629&set=a.189201083394727
4/24/2023	Trash	10	2	https://www.facebook.com/photo/?fbid=545314397783392&set=a.189201083394727
5/23/2023	Watersheds	2	1	https://www.facebook.com/photo/?fbid=561599219488243&set=a.189201083394727
6/23/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=578774857770679&set=a.189201083394727
7/2/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=583670827281082&set=a.189201083394727
7/27/2023	Storm Drains	4	4	https://www.facebook.com/photo/?fbid=596710952643736&set=a.189201083394727
7/31/2023	Pools & Spas	10	3	https://www.facebook.com/photo/?fbid=598496189131879&set=a.189201083394727

***Did you share any of these Facebook posts through your communities Facebook account?
 If so, you can record those as passive outreach.**

NEWSC Media by Topic

Facebook:

Likes: 203

Shares: 72

Topic #1: Illicit Discharge Detection & Elimination Continued

Date	Topic	Likes	Shares	Link
8/1/2023	Stormwater 101	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid02jdvEeYbW8zmEmp2ZvKZj8YT0VjXWzvwXW3TowcfanC14Rno62Nw6bEULQui2EsBSI
8/5/2023	Stormwater Week	8	6	https://www.facebook.com/photo/?fbid=601421268839371&set=a.189201083394727
8/7/2023	Watersheds & Runoff	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid0257hRo8b5iLpiTWZ73JjvWSBhHq1jrvUWKvaW66oPmPdxLp8UYamvjwCdGvaLp2NZI
8/11/2023	Storm Drains 101	3	0	https://www.facebook.com/photo/?fbid=604333061881525&set=a.189201083394727
10/9/2023	Trash	9	2	https://www.facebook.com/photo/?fbid=634621502186014&set=a.189201083394727
10/31/2023	Storm Drains	9	3	https://www.facebook.com/photo/?fbid=646522444329253&set=a.189201083394727
11/10/2023	Chloride Monitoring	19	7	https://www.facebook.com/photo/?fbid=651687117146119&set=a.189201083394727
11/28/2023	Trash/Litter	3	1	https://www.facebook.com/photo/?fbid=660813026233528&set=a.189201083394727
12/13/2023	Winter Maintenance	11	11	https://www.facebook.com/photo/?fbid=668521438796020&set=a.189201083394727



***Did you share any of these Facebook posts through your communities Facebook account?
If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #2: Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing

Facebook:
Likes: 123
Shares: 58

Date	Topic	Likes	Shares	Link
2/9/2023	Watersheds	15	5	https://www.facebook.com/foxwolfriver/posts/pfbid0d7iz2hD2neXiQ4hq6crHG4J5UGPJECTJksvdNWpb3PsnnTWjXH4Pv7xq67mBjnvRI
2/20/2023	Carpet Cleaning	3	3	https://www.facebook.com/foxwolfriver/posts/pfbid028okTXbWTADZ7jZbd5YUBCoNSjdnwqH4bhwnqSGjpm1MTK4rSRoVFToLQddEuERBHI
3/8/2023	Pet Waste	8	18	https://www.facebook.com/photo/?fbid=520330486948450&set=a.189201083394727
3/22/2023	Protect Our Waters	11	4	https://www.facebook.com/photo/?fbid=527852029529629&set=a.189201083394727
4/12/2023	Household Hazardous Waste	4	10	https://www.facebook.com/photo/?fbid=538728978441934&set=a.189201083394727
4/28/2023	Household Hazardous Waste	3	0	https://www.facebook.com/photo/?fbid=547464947568337&set=a.189201083394727
5/23/2023	Watersheds	2	1	https://www.facebook.com/photo/?fbid=561599219488243&set=a.189201083394727
6/23/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=578774857770679&set=a.189201083394727
7/2/2023	Fireworks	4	3	https://www.facebook.com/photo/?fbid=583670827281082&set=a.189201083394727
7/21/2023	Vehicle Washing	6	2	https://www.facebook.com/photo/?fbid=593768889604609&set=a.189201083394727
7/27/2023	Storm Drains	4	4	https://www.facebook.com/photo/?fbid=596710952643736&set=a.189201083394727

***Did you share any of these Facebook posts through your communities Facebook account?
If so, you can record those as passive outreach.**

NEWSC Media Continued by Topic

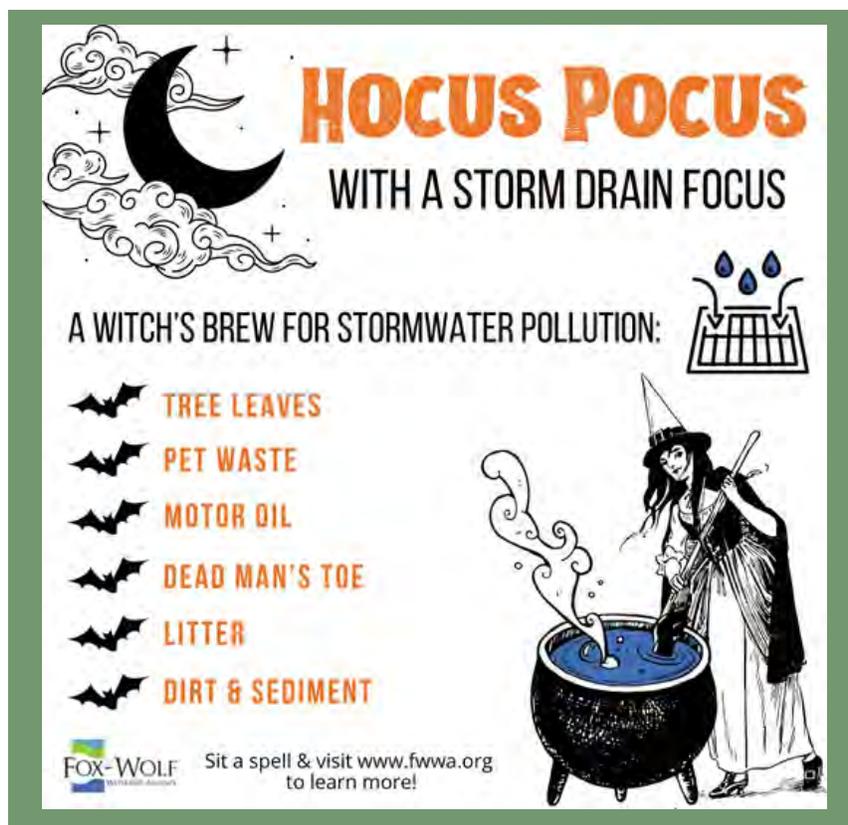
Topic #2:Household Hazardous Waste Disposal/Pet Waste Management/Vehicle Washing Continued

Facebook:

Likes: 123

Shares: 58

Date	Topic	Likes	Shares	Link
8/1/2023	Stormwater 101	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid02jdvEeYbW8zmEmp2ZvKZj8YToVjXWzvwvW3TowcfanC14Rno62Nw6bEU_LQui2EsBSI
8/7/2023	Watersheds & Runoff	4	1	https://www.facebook.com/foxwolfriver/posts/pfbid0257hRo8b5iLpiTWZ73JjvWSBhHq1jrvUWKvaW66oPmPdxLp8UYamvjwCdGvaLp2NZI
8/11/2023	Storm Drains 101	3	0	https://www.facebook.com/photo/?fbid=604333061881525&set=a.189201083394727
10/2/2023	School Presentations	39	0	https://www.facebook.com/photo/?fbid=634621502186014&set=a.189201083394727
10/31/2023	Storm Drains	9	3	https://www.facebook.com/photo/?fbid=646522444329253&set=a.189201083394727



***Did you share any of these Facebook posts through your communities Facebook account?
If so, you can record those as passive outreach.**

NEWSC Media by Topic

Topic #3: Yard Waste Management/Pesticide and Fertilizer Application

Facebook:

Likes: 83

Shares: 73

Date	Topic	Likes	Shares	Link
5/8/2023	Grass	28	26	https://www.facebook.com/photo/?fbid=553111050337060&set=a.189201083394727
5/26/2023	Spring Fertilizer	6	3	https://www.facebook.com/photo/?fbid=563133106001521&set=a.189201083394727
6/5/2023	Landscaping	9	3	https://www.facebook.com/photo/?fbid=568703508777814&set=a.189201083394727
8/9/2023	Lawn Care (Grass)	8	1	https://www.facebook.com/photo/?fbid=603230935325071&set=a.189201083394727
8/10/2023	Leaves & Streets	4	0	https://www.facebook.com/photo/?fbid=603674405280724&set=a.189201083394727
8/10/2023	Leaves 101	5	0	https://www.facebook.com/photo/?fbid=603911565257008&set=a.189201083394727
9/25/2023	Leaves	12	26	https://www.facebook.com/photo/?fbid=627327342915430&set=a.189201083394727
10/12/2023	Leaves	8	14	https://www.facebook.com/photo/?fbid=636347435346754&set=a.189201083394727
10/23/2023	Leaves	3	0	https://www.facebook.com/photo/?fbid=642450591403105&set=a.189201083394727

Topic #4: Stream and Shoreline Management

Date	Topic	Likes	Shares	Link
11/1/2023	Shoreline Restoration	30	8	https://www.facebook.com/photo/?fbid=647204184261079&set=a.189201083394727

Facebook:

Likes: 22

Shares: 13

Topic #5: Residential Infiltration

Date	Topic	Likes	Shares	Link
6/16/2023	Rain Barrels	10	12	https://www.facebook.com/photo/?fbid=647204184261079&set=a.189201083394727
8/8/2023	Rain Collection 101	12	1	https://www.facebook.com/photo/?fbid=602939862020845&set=a.189201083394727

NEWSC Media/News Coverage

Estimated reach for Media/News Coverage by the following sources is 100,000+ and is a passive form of outreach/education.

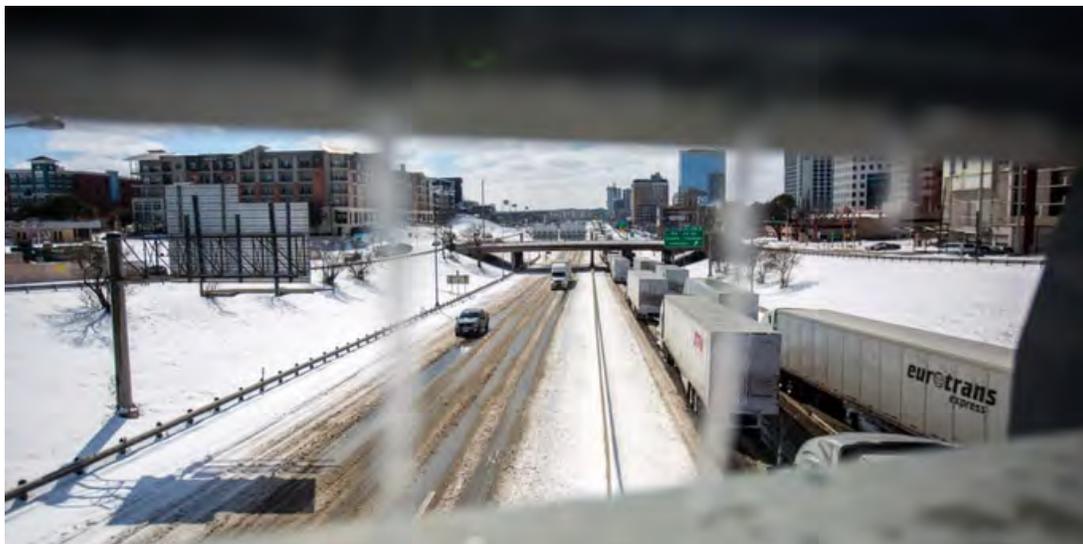
Media Outlet	Topic	Publish Date	Link
WFRV Channel 5	Trash Clean up	9/22/2023	https://www.wearegreenbay.com/local5live/celebrate-the-fox-river-when-you-focus-on-fox/
Fox-11	Cleanup & Shoreline Restoration	9/21/2023	https://fox11online.com/news/making-a-difference/oshkosh-north-high-school-students-transform-911-remembrance-into-a-day-of-community-service-akans-acres-communities-program-oasd#
NBC-26	Student Watershed Activism (Oshkosh North)	9/11/2023	https://www.nbc26.com/oshkosh/remembering-9-11-oshkosh-north-students-give-back-to-community
Fox-11	Student Watershed Activism (Oshkosh North)	4/25/2023	https://fox11online.com/sports/outdoors/oshkosh-north-high-school-students-collaborate-nonprofit-fishing-line-receptacles-trash-free-waters-kelly-reyer-asylum-bay-park-lighthouse-ken-robl-conservation-park-environment
WBAY TV-2	Student Watershed Activism (Oshkosh North)	4/25/2023	https://www.wbay.com/2023/04/26/oshkosh-north-students-clean-up-broken-fishing-lines-local-waters/
WPR	Salt Drawbacks	2/2/2023	https://www.wpr.org/education/using-road-salt-has-its-drawbacks-wisconsin-community-leaders-see-solution-brine



NEWSC Media/News Coverage Continued

Estimated reach for Media/News Coverage by the following sources is 100,000+ and is a passive form of outreach/education.

Media Outlet	Topic	Publish Date	Link
620WTMJ	Salt Usage	1/29/2023	https://wtmj.com/news/2023/01/29/local-organizations-bring-awareness-to-salt-usage/
WBAY	Salt Awareness Week	1/23/2023	https://www.wbay.com/2023/01/24/interview-salt-awareness-week/
WeAreGreenBay	Salt	1/18/2023	https://www.wearegreenbay.com/news/local-news/salt-leaving-bad-taste-in-mother-natures-mouth-research-shows-high-chloride-levels-in-wisconsin-rivers/
Fox11	Manitowoc Salting Cups	1/10/2023	https://fox11online.com/weather/weather-stories/manitowoc-providing-salt-cups-to-prevent-over-salting-in-wintery-weather



ANNUAL REPORT PART 2: STORMWATER PROGRAM EVALUATION MINIMUM CONTROL MEASURES MCM # 2 PUBLIC INVOLVEMENT AND PARTICIPATION - VOLUNTEER ACTIVITIES

NEWSC Active Delivery on Behalf of Members:

Volunteer Event - Annual Watershed Cleanup May 6, 2024

Fox-Wolf Watershed Alliance continues to add sites every year. If your community would like a site added for 2024, contact Sharon (CleanUp@fwwa.org). Sites should have public access. Communities are asked to provide a site leader for the 1st year.



This year the clean up hosted a photo contest live on Facebook!

Direct link to the contest album: <https://www.facebook.com/media/set?vanity=foxwolfriver&set=a.560843009563864>

Direct link to the full 2023 Cleanup album: <https://www.facebook.com/media/set/?vanity=foxwolfriver&set=a.558480689800096>



2023 Annual Cleanup Volunteer Totals by Community

Municipality	Number of Volunteers
Allouez	19
Appleton	196
Brown County	71
Calumet County	48
Combined Locks	41
De Pere	42
Fond du Lac	98
Fox Crossing	20
Grand Chute	11
Green Bay	114
Hortonville	52
Howard	23
Kaukauna	76
Kimberly	63
Ledgeview	38
Little Chute	56
Menasha	76
Neenah	118
New London	35
Oshkosh	226
Winnebago County	87
Winneconne	43
Wrightstown	24



OTHER NEWSOC EFFORTS:

Workshops and Trainings

Stormwater Quality Management Half Day Workshop

Workshop assumed attendees have some knowledge of stormwater management and Appendix A and C of the permit. Continuing Education Credits were be offered. This training gave participants a unique opportunity to work and talk directly with WDNR, local municipalities, and consultants on TMDL requirements and future goals.

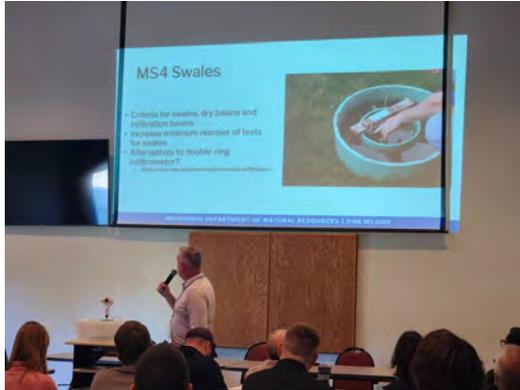
Agenda: https://docs.google.com/document/d/131k3UMywejggrq7bvHtDSY5TcZAqhO7D/edit?usp=drive_link&oid=101153216035145320311&rtpof=true&sd=true

September 14, 2023

7:45 am to 12:00 pm

Coughlin Center - 625 E County Rd Y, Oshkosh, WI 54901 Room B

*See Attendance list on the next page



Committee List:

Chair Person -

- Sue Olson (City of Appleton)

Committee Members-

- George Dearborn (Village of Fox Crossing)
- Paul Willis (Mean & Hunt)
- Abby Manslanka (Martenson & Eisele)
- Justin Keen (Cedar Corp)
- Rich Heath (Town of Algoma)
- Heather Zaunmueller (AECOM)
- Chuck Boehm (Brown & Caldwell)

Presenter List:

- Pete Wood (WDNR)
- Chris Linskens (WDNR)
- Justing Gierach (City of Oshkosh)
- Mark Van Der Wegen (Town of Grand Chute)
- Brent Jalonen (Calumet County)
- Nick Waldschmidt (City of Fond du Lac)
- Jack Richeson (Martenson & Eisele)

2023 Stormwater Quality Management Committee TMDL Half Day Workshop

Attendance:

Abby Maslanka - Martenson & Eisele	Alyssa Deckert - City of Oshkosh	Andy Maracini - Winnebago County	Austin Dyb - Outagamie County	Brad Busse - City of Manitowoc	Brent Jalonen - Calumet County
Casey Canady - City of Oshkosh	Chase Kuffel - City of De Pere	Chris Linskens - WDNR	Chuck Boehm - Brown & Caldwell	Claire Ebben - Outagamie County	Dan Dieck - Village of Fox Crossing
Dan Rammer - MSA Professional Services	Don O'Connel - Town of Vinland	George Dearborn - Village of Fox Crossing	Heather Zaubmueller - AECOM	Jack Richeson - City of Menasha	Jeff Schultz - Martenson & Eisele
Jennifer Liihatta - Robert E Lee Associates	Jimmy Platz - AECOM	Jordan Bovee - Cedar Corp	Joseph Pingel - Cedar Corp	Josh Ruplinger - UW Oshkosh	Justin Gierach - City of Oshkosh
Justin Keen - Cedar Corp	Kelly O'Malley - City of Green Bay	Kia Kling - Village of Fox Crossing	Kris Lyons - Village of Little Chute	Mark Van Der Wegen - Town of Grand Chute	Matt Woicsek - Village of Little Chute
Max McGuire - City of Green Bay	Michael Leidig - Robert E Lee Associates	Michael Morman - Outagamie County	Nick Waldschmidt - City of Fond du Lac	Pete Wood - WDNR	Richard Heath - Town of Algoma
Scott Ahl - City of Two Rivers	Sean Bekx - West Wood Professional Services	Sue Olson - City of Appleton	Todd Devens - Town of Vinland	Valerie Joosten - City of Green Bay	

Thank you 2023 Leadership Council Members!

<p>Chair Heath Kummerow (2022 -2023) City of Neenah</p>	<p>Vice-Chair Brent Jalonen (2022-2023) Calumet County</p>	<p>Secretary/Treasurer Rich Heath (2022-2023) Town of Algoma</p>	<p>Past-Chair Eric Rakers (2022-2023) City of De Pere</p>
<p>Municipal Committee James Rabe (2022-2024) City of Oshkosh</p>	<p>General Public Committee Andy Maracini (2022-2024) Winnebago County</p>	<p>Building & Development Committee Brad Hartjes (2021-2024) raSmith</p>	<p>Stormwater Quality Management Committee Sue Olson (2023-2024) City of Appleton</p>
<p>Member-At-Large Dani Santry (2022-2024) Calumet County</p>	<p>Member-At-Large Paul Willis (2023-2024) Mead & Hunt</p>	<p>Member-At-Large Mark Van Der Wegen (2023-2024) Town of Grand Chute</p>	

Thank you 2023 Committee Members!

General Public Committee	Municipal Committee	Stormwater Quality Management Committee	Building & Development Committee
<p>Andy Maracini - Winnebago County Dani Santry - Calumet County George Dearborn - Village of Fox Crossing Brian Wayner - Westwood Professional Services</p>	<p>James Rabe - City of Oshkosh Jeff Mazanec - raSmith Scott Ahl - City of Two Rivers John Neumerier - City of Kaukauna Sue Olson - City of Appleton</p>	<p>Sue Olson - City of Appleton George Dearborn - Village of Fox Crossing Paul Willis - Mead & Hunt Abby Maslanka - Martenson & Eisle Justin Keen - Cedar Corporation Rich Heath - Town of Algoma Heather Zaubmueller - AECOM Chick Boehm - Brown & Caldwell</p>	<p>Brad Hartjes - raSmith Nick Waldschmidt - City of Fond du Lac Brent Jalonen - Calumet County Patrick Kuehl - Robert E Lee & Associates Chad VandenLangenberg - Outagamie County Katie Buchalski - Ruekert-Mielke</p>

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Danielle Block, Director of Public Works
Pete Neuberger, Deputy Director of Public Works
Paul Krause, DPW Horticulturist

SUBJECT: Award Single Source K-24 Native Landscape Management Contract to NES Ecological Services – A Division of Robert E. Lee & Associates, in an amount not to exceed \$192,345.12.

DATE: March 12, 2024

The Department of Public Works recommends award of the single source Unit K-24 Native Landscape Management Contract to NES Ecological Services – A Division of Robert E. Lee & Associates, in an amount not to exceed \$192,345.12. The 2024 combined capital and maintenance native landscaping budget is \$205,000.

The following tasks are included in this contract:

Native Vegetation Maintenance and New Installations at City Stormwater Ponds and Channels

- Provide vegetation inspections and recommendations.
- Provide invasive species and algae control through herbicide, mowing, brushing, and/or controlled burns.
- Provide preparation, seeding, planting, and erosion control at sparsely established areas and new sites.
- Maintain pond aerators.

The proposed contract amount also includes an estimated \$4,084 of work at Facilities Department sites, to be paid by Facilities Department through interdepartmental agreement.

DPW last issued a Unit K RFP for the 2022 contract. Per that memo dated February 15, 2022, DPW identified that for 2023 through 2026, DPW intended to negotiate a single-source contract for Unit K with the selected contractor each year, subject to committee and council approvals at the appropriate times.

DPW requests that the Utilities Committee approve a 2024 contract with NES for these services. NES performed very well as the 2023 contractor, demonstrating good customer service, expertise, and cost-effectiveness. Proposed K-24 unit prices include a 5% unit price increase compared to the K-23 unit prices, plus a 2% Performance Bond fee. DPW staff have determined that this is a reasonable price increase based on equipment, material and labor market conditions.

If NES continues to perform to DPW's satisfaction, DPW anticipates negotiating single source contracts through 2026 with NES annually and requesting committee and council approvals at the appropriate times.



"... meeting community needs ... enhancing quality of life."

DEPARTMENT OF PUBLIC WORKS
Engineering Division
100 North Appleton Street
Appleton, WI 54911
TEL (920) 832-6474

To: Utilities Committee
From: Danielle Block, Director of Public Works
Nate Loper, Deputy Director of Public Works
Date: March 6, 2024
Re: Award Ash Tree Removal Contract to Foley's Tree Service, LLC in an amount not to exceed \$375,000

The Department of Public Works recommends award of the 2024 Ash Tree Removal Contract to Foley's Tree Service, LLC in an amount not to exceed \$375,000.

In February 2024 a Request for Quotes (RFQ) was sent to 6 tree removal companies for removal of 870 ash trees. All 6 companies responded to the RFQ and City staff evaluated these proposals based upon professional qualifications, quality assurance and competitive pricing.

Work under this contract includes the following:

- Removal of dead, dying or affected trees by the emerald ash borer.
- The tree management section selected has the highest concentrations of ash trees and logistically one of the more challenging sections for City staff. This area is south of Calumet Street and east of S Oneida St, extending to the city borders.
- Majority of trees to be removed are street trees in the street right of way.
- Includes the removal of ash trees in two city parks within this section (Hoover and Green Meadows).
- Stump grinding and terrace restoration will also follow the removal of the above ground portions of the trees.

Since this work is of a potentially dangerous nature and requires special expertise, Foley's Tree Service stood out in the following ways.

- Years of experience in the industry.
- Positive references in executing similar contracts with other Wisconsin municipalities.
- Commitment to safety and professionalism which was reinforced by reference checks.
- Trained and credentialed staff.
- Equipment listed for the completion of the contract.
- Estimated timeline for completion of work entailed (2 months vs 6-8 months with other companies)
- Competitive pricing and expedited timeline allowed for expanding the original scope of work to include approximately 200 additional trees.

Thank you for your consideration.

CITY OF APPLETON
Department of Public Works
MEMORANDUM

TO: **Finance Committee**
 Municipal Services Committee
 Utilities Committee

SUBJECT: Award of Contract

The Department of Public Works recommends that the following described work:
Ash tree removal, stump grinding and terrace restoration

Be awarded to:

Name: Foley's Tree Service, LLC
Address: N11541 Roberts Rd
Tomahawk, WI 54487

In the amount of : _____

With a _____ **% contingency of :** _____

For a project total not to exceed : _____

**** OR ****

In an amount Not To Exceed : \$375,000.00

Budget: \$375,000.00
Estimate: \$375,000.00
Committee Date: March 11, 2024
Council Date: March 20, 2024

BID-CONTRACT FORMS

Contractor to remove tree, grind stump, restore hole with pulverized topsoil, grass seed application, and approved seed cover. Disposal of all material including wood, brush, debris and stump debris.

Pages 9-11 and attachment “IR 2.1 SMALL EXPOSURE JOBS” included with this packet must be completed and returned by Feb 23rd at 4:00 P.M. to the City of Appleton Municipal Services Building at 2625 E. Glendale Ave. in a sealed envelope marked:

“Bid for Ash Tree Removals 2024”

Attention: Mike Stanonik

The undersigned Contractor offers to provide to the City of Appleton tree removal services conforming to the specifications, terms and conditions set forth herein.

<u>Diameter</u>	<u>Number of Trees</u>	<u>Unit Price (\$/inch of diameter)</u>	<u>Total Inches</u>	<u>Extension (Unit price X Total Inches)</u>
6-12”	197	\$ 19.00	2079	\$ 39,501
13-15”	291	\$ 19.75	4099	\$ 80,955.25
16-18”	272	\$ 20.25	4592	\$ 92,988
19-22”	267	\$ 21.25	4949	\$ 105,166.25
23-30”	43	\$ 25.00	1030	\$ 25,750
Total	1070			\$ 344,360.50



“... meeting community needs...enhancing quality of life.”

Department of Utilities
Water Treatment Facility
2281 Manitowoc Rd.
Menasha, WI 54952
920-997-4200 tel.
920-997-3240 fax

To: Chairperson Vered Meltzer and Members of the Utilities Committee

From: Chris Stempa, Utilities Director

CC: Kelli Rindt, Enterprise Fund Accounting Manager

Date: March 8, 2024

Re: Utilities Committee Action: Award “Appleton Water Treatment Facility Clearwell Repairs Project” Base Bid to August Winter and Sons, Inc. in the amount of \$242,000 with 20% contingency of \$48,400 for a project total not to exceed \$290,400

BACKGROUND

The Wisconsin Department of Natural Resources (DNR) requires water storage facilities to be inspected every five years. The North Clearwell and South Clearwell at the Appleton Water Treatment Facility (1.8-million-gallon and 3.8-million-gallon storage capacities) were last inspected in 2019. Based on the 2019 inspection findings and subsequent assessments, a list of recommended repairs was identified. A project was formulated for 2024 to address these repairs and in conjunction with this work, the five-year water storage inspection will be conducted per DNR requirements.

BIDS:

On Tuesday, March 5, 2024, two bids received from area contractors were opened and reviewed. Base bid costs are summarized in Table 1 below and within the attached bid tab generated by McMahon. Each bid met the submittal requirements with August Winter and Sons, Inc. being the least cost responsible bidder at a total cost of \$242,000.

Table 1: Bid Tab Summary

Company	Base Bid
August Winter & Sons, Inc.	\$242,000
Rohde Brothers, Inc.	\$262,930

**Construction Budget = \$400,000*

FUNDING SOURCE:

The funding source for this project can be found in the 2024 Water Utility Operations and Maintenance Budget. The utility had identified \$500,000 for total project funding which includes both engineering (i.e., \$39,100 McMahon contract) and contractor costs.

RECOMMENDATION:

I am requesting an award of the Appleton Water Treatment Facility Clearwell Repairs Project base bid to August Winter and Sons, Inc. in the amount of \$242,000 with 20% contingency of \$48,400 for a project total not to exceed \$290,400.

Please contact me at 920-832-5945 if you have any questions or require additional information regarding this project.

Encl:
McMahon Letter of Recommendation
Bid Tabulation



March 6, 2024

Chris Stempa
City of Appleton Dept. of Utilities
2006 Newberry Street
Appleton, WI 54915

Re: City of Appleton Department of Utilities
Water Treatment Facility
Clearwell Repairs
Letter of Recommendation
McM. No. A0005-09-23-00594

On March 5, 2024, bids were received via Questcdn.com for the above referenced project. Two (2) bids were received, ranging in price from \$242,000.00 to \$262,930.00 (bid tabulation enclosed).

Based upon the bids received, we recommend awarding Contract A0005-09-23-00594 to the low bidder, August Winter & Sons, Inc., in the amount of \$242,000.00.

If you agree with our recommendation, please date and sign the enclosed Notices of Award, and return all copies to our office for incorporation into the Contract Documents.

If you have any questions, please feel free to contact me.

Respectfully,

McMahon Associates, Inc.

A handwritten signature in blue ink that reads "Donald J. Voogt".

Donald J. Voogt, P.E.
Vice President / Senior Project Manager

DJV:jlh

Enclosures: Notice of Awards (3 copies each)
Bid Tabulation

McMAHON ENGINEERS ARCHITECTS BID TABULATION

Owner:	City of Appleton Department of Utilities
Project Name:	Water Treatment Facility Clearwell Repairs
Contract No.	A0005-09-23-00594
Bid Date:	March 5, 2024
Bid Time:	Received until 1:45 p.m., Opened at 2:00 p.m.
Project Manager:	Donald J. Voogt, P.E.

Contract No. A0005-09-23-00594		AUGUST WINTER & SONS, INC. 2323 N. Roemer Road PO Box 1896 Appleton, WI 54912-1896	ROHDE BROTHERS, INC. W5745 Woodchuck Lane Plymouth, WI 53073
BASE BID (Items 1 - 6)	Base Bid to provide repairs to the drinking water clearwells at the Appleton Water Treatment Facility.	\$218,675.00	\$226,000.00
BASE BID (Item 7)	Provide expansion joint caulk repairs on clearwell floors, 100 linear feet.	\$8.25 per LF = \$825.00	\$8.30 per LF = \$830.00
BASE BID (Item 8)	Provide repairs to the spalled concrete cricket areas on the clearwell top deck, per Drawing No. 4 and these Specifications, 2,000 square feet	\$11.25 per SF = \$22,500.00	\$18.05 per SF = \$36,100.00
BASE BID TOTAL (Lump Sum)		\$242,000.00	\$262,930.00
Bid Breakout #1 (Lump Sum)	Included in the Base Bid is the cost to replace the two (2) 42-inch by 72-inch stainless steel slide gates in clearwell.	\$58,000.00	81,100.00
Bid Breakout #2 (Lump Sum)	Included in the Base Bid is the cost to replace the gearbox and replace the stem on the 36-inch high service butterfly valve, including removing and reinstalling the valve.	\$24,500.00	\$21,070.00
Bid Security - 5%		Yes	Yes
Addenda - #1		Yes	Yes

APPLETON HEALTH DEPARTMENT

 www.appleton.org/health
 100 North Appleton Street
Appleton, WI 54911-4799

 920-832-6429
 920-832-5853



To: Board of Health

From: Charles E Sepers, Jr, PhD, MPH, Health Officer, and Director

Date: March 3, 2024

SUBJECT: Ensuring Local Jurisdiction Compliance with Revised Pool License Categories per Wisconsin Administrative Code

In response to the recent revisions in the pool license categories outlined within the Wisconsin Administrative Code (ATCP 76), this memo serves to highlight the necessity for our local jurisdiction to align with the newly established standards. These changes aim to elevate the safety and operational efficacy of aquatic facilities, thus safeguarding public health.

The Wisconsin Administrative Code has been updated to include more distinct classifications for pools, such as swimming pools, spas, wading pools, and special purpose pools. This reclassification aims to tailor regulatory oversight and safety protocols more accurately to the variety of aquatic environments operated within our jurisdiction, among other changes.

To ensure compliance with the recent changes to Wisconsin Administrative Code ATCP 76, we have implemented the following action plan:

1. Assessment of New Pool Categories:

- Conducted a detailed review of the new pool categories to understand the scope and characteristics of each category. This served as the foundation for a fair and equitable fee structure.

2. Evaluation of Current Fee Structure:

- Analyzed the current fee structure for pool licensing and inspections to identify any discrepancies or areas that may require adjustment to accommodate the redefined categories.

3. Development of Revised Fee Schedule:

- Developed a revised fee schedule that reflected the operational complexities and safety requirements associated with each new pool category.

Previous License Fee Categories:

- Public Swimming Pool \$686.00
- Public Whirlpool \$686.00
- Water Attraction \$728.00
- Water Attraction with Up To 2 Slides \$770.00

Proposed License Categories for ATCP 76 Compliance:

- Pool – Complex \$720.00
- Pool - Complex with Features \$770.00
- Pool – Moderate \$690.00
- Pool - Moderate with Features \$740.00
- Pool – Simple \$660.00
- Pool - Simple with Features \$710.00

Budgetary Impact

The budgetary impact of compliance is negligible. Based on the current (2024-2025) fee schedule, the pool license fees were projected to create \$20,230 in revenue. The proposed, ATCP 76 compliant, schedule would produce \$20,320 in revenue.

Recommended Action

Staff recommend the adoption of the proposed fee structure for pools. The adoption of the proposed fee structure will guarantee statutory compliance with the Wisconsin Administrative Code ATCP 76 and will have no net impact on the 2024 budget, already approved by Appleton Common Council.

Please let me know if you have any questions.

Sincerely,



Charles E Sepers, Jr, PhD, MPH
Health Officer | Director
Appleton Health Department

APPLETON HEALTH DEPARTMENT

 www.appleton.org/health
 100 North Appleton Street
Appleton, WI 54911-4799

 920-832-6429
 920-832-5853



To: Board of Health

From: Charles E Sepers, Jr, PhD, MPH, Health Officer, and Director

Date: March 3, 2024

Subject: Amendment to Rodent Control Article III - Removal of Health Department Responsibility for Rat Infestation Mitigation

Dear Board Members,

I am writing to inform you of the proposed amendments to Article III of our rat control regulations, focusing on rodent control within the City. These changes are pivotal in updating our approach to rat infestation management and clarifying the responsibilities of property owners and managers in these scenarios.

The primary amendment involves the removal of the Health Department's responsibility for baiting and exterminating rats on residential premises. Historically, upon verification of rat infestation, the Health Department was tasked with placing bait outside structures to exterminate rats. The revised regulation shifts this responsibility entirely to property owners or managers, requiring them to address and exterminate any rat infestations found on their premises. This change aims to enhance efficiency in managing rat populations by involving property stakeholders directly in the mitigation efforts, while preserving the Health Department's authority to address rodent infestations within the City through the issuance of orders and fees in the event of violation.

This change also eliminates the need for Health Department staff to maintain the Certified Pest Control Operator credential, resulting in an operational savings to the City. Additionally, by shifting the responsibility of mitigating rat infestation to property owners, this also eliminates the need for purchasing, maintaining, and storing restricted use pesticides. These chemicals are costly and increase the City's liability of injury. Eliminating the need for buying and storing these pesticides constitutes an additional opportunity for cost savings to the City. Further, the frequency of which the Department has responded in accordance with Sec. 7-70 has been low and does not warrant further maintenance of this capability.

The rationale behind these changes is to streamline the process of rat infestation management by making property owners more accountable for maintaining their premises free from rat harborage and ensuring swift action is taken to mitigate any infestations. By removing the Health Department's direct involvement in baiting and extermination, we aim to allocate our resources more effectively towards oversight, compliance, and education on rodent control practices.

We believe that these amendments will significantly contribute to a more effective and sustainable rat control strategy within our city. Your support in implementing these changes is crucial for their success.

Please feel free to reach out if you require further details or have any questions regarding the proposed amendments.

Best regards,

A handwritten signature in black ink, appearing to read 'CES', with a stylized flourish at the end.

Charles E Sepers, Jr, PhD, MPH
Health Officer | Director
Appleton Health Department

ARTICLE III. RODENT CONTROL*

Sec. 7-66. Definitions.

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Hardware cloth means wire screening of such thickness and spacing as to afford reasonable protection against the entrance of rats and mice.

Owner or manager. Any person in actual possession of or charge, care or control of any property within the City shall be deemed the owner or manager of such property. When an entire premises or building is occupied as a place of business, the person in charge of such business shall be considered the owner or manager.

Rat harborage means any place where rats can live without fear of frequent molestation or disturbance.

Ratproof container means a container constructed of concrete or metal, or lined with metal or other material, that is impervious to rats. Openings into the container such as doors shall be tight fitting to prevent the entrance of rats.

Ratproofing means closing openings in building foundations and openings under and around doors, windows, vents and other places which could provide means of entry for rats with concrete, sheet iron, hardware cloth or other types of ratproofing material approved by the Health Officer.

(Code 1965, §7.12(1))

Cross reference(s) – Definitions and rules of construction generally, §1-2.Administration, Ch. 2; Board of Health, §2-76 et seq.; boards, committees, commissions, §2-51 et seq., Buildings and building regulations, Ch. 4; nuisances, Ch. 12.

Sec. 7-67. Elimination of rat harborages.

Whenever accumulation of rubbish, boxes, lumber, scrap metal, car bodies or any other materials provide rat harborage, the person owning or in control of such materials shall cause the materials to be removed, or the materials shall be stored as to eliminate the rat harborage. Lumber, boxes and similar materials shall be neatly piled. These piles shall be raised at least one (1) foot above the ground. When the owner of the materials cannot be found after reasonable search, the owner or manager of the premises on which the materials are stored shall be responsible for disposal or proper piling of the materials.

(Code 1965, §7.12(2))

Sec. 7-68. Elimination of rat feeding places.

No person shall place or allow to accumulate any materials that may serve as food for rats in a site accessible to rats. Any waste material that may serve as food for rats shall be stored in ratproof containers. Feed for birds shall be placed in raised platforms or such feed shall be placed where it is not accessible to rats.

(Code 1965, §7.12(3))

Sec. 7-69. Ratproofing of buildings.

(a) **Generally.** The owner or manager of any building in the City shall make such building reasonably ratproof, replace broken basement windows and, when necessary, cover the basement window opening with hardware cloth or other suitable material for preventing rats from entering the building through such window openings.

(b) **Sheds, barns and similar buildings.** The owner or manager of any premises upon which sheds, barns, coops or similar buildings are located shall eliminate the rat harborages from within and under such buildings by ratproofing, raising the buildings above the ground, or by some other suitable method, or such sheds, barns, coops or other buildings shall be razed.

(Code 1965, §7.12(5))

Sec. 7-70. Extermination.

(a) **Residential premises.** Whenever rat holes, burrows, or other evidence of rat infestation are found on any residential premises within the city, the Health Department shall be notified of existing conditions. Upon verification of such conditions, the Health Officer, or designee, shall notify the owner or owners of the infested premises of the infestation and make such orders as necessary to exterminate the rats. ~~Whenever rat holes, burrows or other evidence of rat infestation are found on any residential premises within the City, the Health Department shall be notified of existing conditions. Upon verification of conditions, the Health Department will be responsible for placing bait outside the structure for the extermination of rats.~~

(b) **Other premises.** Whenever rat holes, burrows, or other evidence of rat infestation are found on any ~~other~~ premises or building within the ~~City~~city that is not included in subsection (a), the owner or manager of such property shall exterminate the rats. Within fourteen (14) days after extermination, the owner or manager shall cause all of the rat holes or burrows in the ground to be filled with earth or other suitable material.

(c) **Penalty for violation of this section.**

Any person who violates any provision of this section, including any lawful orders issued by the Health Officer or designee, shall forfeit not less than \$50, plus the cost of the action. Each violation and each day that a violation continues or occurs shall constitute a separate offense. Nothing in this subsection shall preclude the City from maintaining any other appropriate action or actions to prevent and/or remove a violation of this article.

(Code 1965, 7.12(4))

Sec. 7-71 Interpretation of article.

Nothing in this article shall be construed or interpreted to in any way impair or limit the authority of the City to define or declare nuisances or of the Inspection Supervisor or the Health Department to cause the removal or abatement of nuisances, summary proceedings, or other applicable orders or proceedings.

Secs. 7-~~71~~72 – 7-99. Reserved.



DEPARTMENT OF PUBLIC WORKS
 Engineering Division
 100 North Appleton Street
 Appleton, WI 54911
 TEL (920) 832-6474

To: Municipal Services Committee
From: Danielle Block, Director of Public Works
 Nate Loper, Deputy Director of Public Works
Date: February 21, 2024
Re: Yard Site Schedule Changes for 2024

The City of Appleton Public Works Department proposes the following yard site schedule, starting April 2024. These changes will provide more options for customers and will better help us meet our overall operational needs.

As a reminder, the location of the City’s two yard waste sites are:
 Glendale Yard Waste Site – 2625 E. Glendale Avenue
 Whitman Yard Waste Site – 701 S. Whitman Avenue

SUMMER HOURS (April to Thanksgiving)

	<u>Sun</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>	<u>Sat</u>
Glendale (Current)	8-5:45	8-5:45	X	X	X	8-5:45	8-5:45
Glendale (Proposed)	8-5	8-5	X	X	X	8-5	8-5
Whitman (Current)	8-5:45	8-5:45	X	X	X	8-5:45	8-5:45
Whitman (Proposed)	X	X	8-5	8-5	8-5	8-5	X

WINTER HOURS (Thanksgiving through March)

	<u>Sun</u>	<u>Mon</u>	<u>Tue</u>	<u>Wed</u>	<u>Thu</u>	<u>Fri</u>	<u>Sat</u>
Glendale (Current)	8-5:45	8-5:45	X	X	X	8-5:45	8-5:45
Glendale (Proposed)	X	9-4:30	9-4:30	9-4:30	9-4:30	9-4:30	X
Whitman (Current)	X	X	X	X	X	X	X
Whitman (Proposed)	X	X	X	X	X	X	X

The proposed changes will provide a free option for yard waste disposal, 7 days per week in the summer. We have received negative feedback over the years when customers attempt to drop off yard waste during the week and we don’t provide them with an open site. Our proposal provides an option for them to dump at one site or the other, which should greatly reduce the frustration when finding both sites closed and then bringing a load of brush back home.

This schedule also keeps Glendale open the same days as it has been over the last several years. We feel it’s important to keep the Glendale schedule status quo and open on the weekend since it currently sees 75% of the total customers. There is also increased security at Glendale, which is an important factor when employees are

working alone on the weekend. In addition, the results from our June 2023 survey showed that 46% of Grand Chute customers visited the Glendale site during this two-week period. We felt this was further justification for keeping the weekend hours at Glendale and having the Whitman site open through Friday each week.

The proposed schedule does have a slight reduction in daily summer hours (45 minutes) to better allow for the site attendants to open and close the site. The site attendants work 40 hours per week and need some prep and cleanup time built into their schedule. Currently, our attendant starts their shift at the same time the site opens, which is challenging. Allowing some time before the site opens will help get the cash register ready, gates opened, entrance cleaned up, etc. The time at the end is necessary to push piles up, tidy up, patch holes in the lot, change signage, etc.

The proposed schedule also helps DPW address the challenges we face with staffing two sites on weekends, especially with one site being at a remote location. The Glendale site has increased security features and allows for easy access to equipment and tools at our adjacent Municipal Services Building. Also, only staffing one site over the weekend will help with our retention and recruitment efforts. As challenging as it is to find quality people with a CDL and equipment operating experience, it's even more difficult to find this person when they are required to work every weekend. Having only one site open on weekends, and only in the summer, will have a positive impact on employee retention, and our overtime budget (when covering for vacations).

The winter schedule would be more in line with other municipalities and allows for this employee to assist with other operations. We currently average 13 customers per day on winter weekends and expect this number to be closer to 1 or 2 per day with the elimination of the garbage dumpsters. This employee during the week could be helping do other tasks around our entire campus, while just keeping an eye on the yard site. On weekends they would be available to plow snow, which would be a huge bonus. Lastly, the earlier closing hour in the winter is for safety reasons with the earlier sunsets and dark conditions.

It is important to note that we discussed this new schedule with the Town of Grand Chute, and they were in favor of this proposal and did not indicate that we would need to re-evaluate our current Memorandum of Understanding (MOU). The City has modified hours in the past without the need to renegotiate the terms of the MOU.